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2004

Annual Report

FOR THE TOWN OF

LANDAFF, N. H.



Year Ending December 31, 2004



Special Recognition to
Mary H. Felton
for her years of service to
The Town of Landaff

Raised in Landaff, Mary attended our own Blue School and later graduated from Lisbon High School. Mary furthered her education, studying business and finance, in the Concord, New Hampshire area, where she also worked before leaving to accept an offer with an Insurance firm in Syracuse, New York.

A little over a decade later, Mary came home to her beloved Landaff. She married her husband of 35 years, Francis Felton, and together they began what has truly become a lifetime of dedication and service to the Town of Landaff. Mary donates countless hours to the Mt. Hope Grange. She is well-respected by the citizens of Landaff, who have shown their confidence in her by electing her Town Treasurer for the past 16 years. Mary has also served for many years as Treasurer for the School District.

We thank you, Mary, for your endless hours of service and dedication to the Town of Landaff.

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2004

Town of Landaff, New Hampshire

ANNUAL REPORT

of the Town Officers

Year Ended December 31, 2004

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TOWN OFFICERS

Board of Selectmen

Michael M. Ransmeier	(2005) Appointed
C. Bruce Ulricson	(2006)
Errol S. Peters	(2007)

Town Clerk

Donna J. Bronson (2007)

Treasurer

Mary H. Felton (2005)

Constable

Edward Peterson (2007)

Overseer of Public Welfare

Board of Selectmen

Tax Collector

Donna J. Bronson (Appointed)

Administrative Assistant

Debbie A. Geoffroy

Road Agent

Thomas D. Smith

Fire Chief

Harold McGovern

Moderator

Joseph Wiggett (2006)

Trustees of Trust Funds

Francis Felton	(2005)
Donna J. Presby	(2006)
Wendell Jesseman	(2007)

Supervisors of the Checklist

Brenda Dodge	(2006)
Donna J. Presby	(2008)
Richard Bronson	(2010)

Planning Board

Philip Finkle, Chairman	(2006)
Errol Peters, Ex-officio	
Brenda Dodge	(2005)
Donna J. Presby - 3 year Term	(2006)
John Rice	(2007)
Kenneth Smalley - Alt.	(2005)
Deborah Erb - Alt.	(2006)

Cemetery Trustees

Brian Laleme	(2005)
Mary Dodge	(2006)
Joyce Grimes	(2007)

Board of Adjustment

Francis Felton	(2005)
Heidi Sagar	(2006)
Gregory Superchi	(2007)
Donna J. Bronson	(2008)
Ronald Howard	(2009)

Conservation Committee

Richard Bronson	(2005)
Francis Felton	(2005)
Thomas D. Smith	Appt.(2005)
David Clement	(2006)
William Adam	(2007)

Sexton

Ernest Odell

Health Officers

Board of Selectmen

Surveyors of Wood, Bark & Timber

Gene Fitchett
Frederick Erb

Fence Viewers

Lewis Mardin, Jr.
Harding Schofield

Pound Keepers

Douglas Erb, Dan Cavicchio, Clifford Villeneuve

MINUTES OF LANDAFF, NH 2004 TOWN MEETING

To the inhabitants of the Town of Landaff, in the County of Grafton, and the State of New Hampshire, qualified to vote on Town affairs:

You are hereby notified to meet at the Town Hall in said Landaff on Tuesday, the 9th day of March, 2004, the polls to be open 4:00p.m. to 8:00 p.m. and at 7:00 o'clock in the evening, to act upon the following Articles:

ARTICLE 1. To choose all necessary Town Officers for the year ensuing.

ARTICLE 2. To see if the Town will vote to raise and appropriate the sum of \$120,000.00 for an addition to the Town Hall for additional office and storage space. This project is to be funded by using \$60,000.00 from 2003 anticipated surplus and authorize the Selectmen to borrow up to \$60,000.00 for a period of five (5) years at an anticipated interest rate (February 1, 2004) of 3%; and further to raise and appropriate \$13,800.00 for the first years principal and interest payment. The anticipated payback to be based on 2003 valuation. (Errol Peters said the Years were wrong, they should be 2004, 2005, 2006, 2007 and 2008.)

		<u>Principal</u>	<u>Interest</u>
\$60,000	2009	\$12,000 +	\$1,800 .70/M
48,000	2010	12,000 +	1,440 .68/M
36,000	2011	12,000 +	1,080 .66/M
24,000	2012	12,000 +	720 .64/M
12,000	2013	12,000 +	360 .62/M

(Recommended by the Selectmen, 2/3 Ballot Vote Required.)

A motion was made be Errol Peters and 2nd by Richard Basnar. After much discussion, Joe Wigget moved to vote and Shirley Peterson 2nd it. The moderator clarified that a yes vote is to approve the addition and a no vote is to disapprove. There were 55 votes.
36-YES 19-NO ARTICLE 2 was DEFEATED.

ARTICLE 3. To raise such sums of money as may be necessary to defray Town charges for the ensuing year and make appropriations of the same:

Recommended motion: To see if the Town will vote to raise and appropriate the sum of \$393,274.00 to defray Town expenses for the ensuing year. (This Article was passed over until we finished all the Articles up to Article 20.)

Recommended motion: To see if the Town will vote to raise and appropriate the sum of \$256,669.00 to defray Town expenses for the ensuing year. This amount includes all articles that passed. A motion was made by Errol Peters and 2nd by Richard Basnar.
ARTICLE 3 PASSED.

ARTICLE 4. To see if the Town will vote to raise and appropriate the sum of \$940.00 for North Country Home Health Agency. (By Request) A motion was made by Deb Erb and 2nd by Betsy Babcock. ARTICLE 4 PASSED.

ARTICLE 5. To see if the Town will vote to raise and appropriate the sum of \$472.00 for White Mountain Mental Health Agency. (By Request) A motion was made by Mary Basnar and 2nd by Ray Lobdell. **ARTICLE 5 PASSED.**

ARTICLE 6. To see if the Town will vote to raise and appropriate the sum of \$600.00 for the Tri-County Community Action Program. (By Request) A motion was made by Shirley Peterson and 2nd by Betsy Babcock. **ARTICLE 6 PASSED.**

ARTICLE 7. To see if the Town will vote to raise and appropriate the sum of \$1,570.00 for the Ross Ambulance Service. (By Request) A motion was made by Deb Erb and 2nd by Shirley Peterson. **ARTICLE 7 PASSED.**

ARTICLE 8. To see if the Town will vote to raise and appropriate the sum of \$435.00 for the Hospice of the Littleton Area. (By Request) A motion was made by Shirley Peterson and 2nd by Betsy Babcock. **ARTICLE 8 PASSED.**

ARTICLE 9. To see if the Town will vote to raise and appropriate the sum of \$500.00 for the Granton County Senior Citizens Agency. (By Request) A motion was made by Shirley Peterson and 2nd by Doug Erb. **ARTICLE 9 PASSED.**

ARTICLE 10. To see if the Town will vote to raise and appropriate the sum of \$383.82 for North Country Council dues. (By Request) A motion was made by Deb Erb and 2nd by Mary Basnar. **ARTICLE 10 PASSED.**

ARTICLE 11. To see if the Town will vote to raise and appropriate the sum of \$1,000.00 for the Lisbon Lions Club. A motion was made by Doug Erb and 2nd by Betsy Babcock. **ARTICLE 11 PASSED.**

ARTICLE 12. To see if the Town will vote to raise and appropriate the sum of \$600.00 for the Lisbon Public Library. (Not Recommended by the Selectmen) A motion was made by Doug Erb and 2nd by Betsy Babcock. **ARTICLE 12 PASSED.**

ARTICLE 13. To see if the Town will vote to raise and appropriate the sum of \$2,805.00 for the Lisbon Fast Squad. (Not Recommended by the Selectmen) A motion was made by Deb Erb and 2nd by Shirley Peterson. **ARTICLE 13 PASSED.**

ARTICLE 14. To see if the Town will vote to raise and appropriate the sum of \$2,805.00 to establish a Landaff Life Squad. A motion was made by Errol Peters that Article 14 to tabled. Doug Erb 2nd it. **ARTICLE 14 was TABLED.**

ARTICLE 15. To see if the Town will vote to raise and appropriate the sum of \$142.40 for the American Red Cross. (By Request) A motion was made by Shirley Peterson and 2nd by Betsy Babcock. **ARTICLE 15 PASSED.**

ARTICLE 16. To see if the Town will vote to raise and appropriate the sum of \$5,000.00 to be added to the Highway Equipment Capital Reserve Fund. (Recommended by the Selectmen) A motion was made by Mary Basnar and 2nd by Shirley Peterson. **ARTICLE 16 PASSED.**

ARTICLE 17. To see if the Town will vote to raise and appropriate the sum of \$5,000.00 to be added to the Fire Department Equipment Capital Reserve Fund. (Recommended by the Selectmen) A motion was made by Shirley Peterson and 2nd by Francis Felton. **ARTICLE 17 PASSED.**

ARTICLE 18. To see if the Town will vote to raise and appropriate the sum of \$10,000.00 to be added to the Town Buildings Capital Reserve Fund. (Recommended by the Selectmen) A motion was made by Deb Erb and 2nd by Mary Beaudin. **ARTICLE 18 PASSED.**

ARTICLE 19. To see if the Town will vote to raise and appropriate the sum of \$3,000.00 to be added to the Town's Revaluation Fund to be used by the Selectmen at their discretion for full or partial revaluation of Town properties. (Recommended by the Selectmen) A motion was made by Mary Basnar and 2nd by Shirley Peterson. **ARTICLE 19 PASSED.**

ARTICLE 20. To transact any other business that may legally come before the meeting.

A motion was made by Errol Peters that the Town Clerk cast 1 ballot for the Offices of Sexton, Surveyors of Wood, Bark & Timber, Fence Viewers and Pound Keepers as listed in the 2003 Town List of Officers. 2nd by Richard Basnar. The motion **PASSED** and 1 vote was cast for these Officers.

A motion was made by Phil Finkle to take Article 14 off the table. 2nd by Sue O'Hearn. (ARTICLE 14. To see if the Town will vote to raise and appropriate the sum of \$2,805.00 to establish a Landaff Life Squad. **THE MOTION FAILED.**

Doug Erb moved to adjourn the meeting, 2nd by Mike Ransmeier. The meeting was adjourned at 8:20 p.m.

Given under our hands and seal, this 9th day of March, in the year of Our Lord, Two Thousand and Four.

Selectmen of Landaff,
C. Bruce Ulricson
Richard B. Basnar
Errol S. Peters



PLODZIK & SANDERSON

Professional Association/Accountants & Auditors

193 North Main Street • Concord • New Hampshire • 03301-5063 • 603-225-6996 • FAX-224-1380

To the Members of the Board of Selectmen
Town of Landaff
Landaff, New Hampshire

As a result of our audit, we feel it necessary to discuss the following:

New Reporting Standard

During June of 1999, the Governmental Accounting Standards Board (GASB) issued Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments*. This statement drastically changes the way in which financial statements are prepared and requires additional information to be reported in order for the financial statements to be in compliance with accounting principles generally accepted in the United States of America. Statement No. 34 took effect for the Town of Landaff for the fiscal year ended December 31, 2004.

The Town has not implemented GASB Statement No. 34, but has presented the financial statements following the format that was in effect prior to GASB Statement No. 34. While we have conducted our audit following generally accepted auditing standards as we have in prior years, we have issued an adverse opinion this year because the financial statements are not presented following the model established in Statement No. 34. As described more fully in our audit opinion, the financial statements are missing several required statements and supplementary information, and the format presented does not follow Statement No. 34. The opinion is not meant to imply that the figures presented are not correct, but that they are not presented in accordance with generally accepted accounting principles.

We recommend that the Town take action to implement GASB Statement No. 34 as required by accounting principles generally accepted in the United States of America.

Plodzik & Sanderson
Professional Association

February 3, 2005



PLODZIK & SANDERSON

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INDEPENDENT AUDITOR'S REPORT

We have audited the accompanying financial statements of the Town of Landaff, as of and for the year ended December 31, 2004 as shown on pages 3 through 7. These financial statements are the responsibility of the Town of Landaff's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinions.

Management has chosen not to implement Governmental Accounting Standards Board (GASB) Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments*. Therefore these financial statements are presented following the principles that were in effect prior to GASB Statement No. 34. Management has not presented government-wide financial statements to display the financial position and changes in financial position of its governmental activities. The financial statements presented do not contain separate statements for governmental, proprietary, if applicable and fiduciary fund types, nor are major and non-major funds separately identified and classified. The financial statements presented report expendable and nonexpendable trust funds, some of which should be reported as special revenue and permanent funds under the new reporting model. The financial statements also present a general long-term debt account group which should not be reported as such, but the information contained therein should be included in the government-wide financial statements were they presented. Also, the financial statements do not contain any information on capital assets because the government has not maintained historical cost records of such assets. Management has not presented a management's discussion and analysis as required. The amounts that would be reported in the missing statements are required supplementary information, and the effects of reclassifying and properly reporting the information presented are not reasonably determined.

In our opinion, because of the effects of the matters discussed in the preceding paragraph, the financial statements referred to above do not present fairly, in conformity with

accounting principles generally accepted in the United States of America, the financial position of the Town of Landaff as of December 31, 2004, or the changes in its financial position or its cash flows, where applicable, for the year then ended.

Our audit was conducted for the purpose of formatting opinions on the financial statements that collectively comprise the Town of Landaff basic financial statements. The combining and individual fund statements are presented for purposes of additional analysis and are not a required part of the basic financial statements. For reasons stated in the third paragraph of this report, we expressed an opinion that the financial statements of the Town of Landaff do not fairly present financial position, results of operations, and cash flows in conformity with accounting principles generally accepted in the United States of America. Therefore, we do not express an opinion on the accompanying combining and individual fund statements.

Plodzik & Sanderson
Professional Association

February 3, 2005

TOWN OF LANDAFF

2005 Town Meeting Warrant

To the Inhabitants of the Town of Landaff, in the County of Grafton, and the State of New Hampshire, qualified to vote in the Town affairs:

You are hereby notified to meet at the Town Hall in said Landaff on Tuesday, the 8th day of March 2005 the polls to be open 4:00 p.m. to 8:00 p.m. and at 7:00 o'clock in the evening, to act upon the following Articles:

ARTICLE 1. To choose all necessary Town Officers for the ensuing year.

ARTICLE 2. To raise such sums of money as may be necessary to defray Town charges for the ensuing year and make appropriations of the same:

Recommended motion: to see if the Town will vote to raise and appropriate the sum of \$401,113.00 to defray Town expenses for the ensuing year.

ARTICLE 3. To see if the Town will vote to raise and appropriate the sum of \$940.00 for North Country Home Health Agency. (By Request).

ARTICLE 4. To see if the Town will vote to raise and appropriate the sum of \$472.00 for White Mountain Mental Health Agency. (By Request)

ARTICLE 5. To see if the Town will vote to raise and appropriate the sum of \$650.00 for the Tri-County Community Action Program. (By Request)

ARTICLE 6. To see if the Town will vote to raise and appropriate the sum of \$1,590.00 for the Ross Ambulance Service. (By Request)

ARTICLE 7. To see if the Town will vote to raise and appropriate the sum of \$435.00 for the Hospice of the Littleton Area. (By Request)

ARTICLE 8. To see if the Town will vote to raise and appropriate the sum of \$500.00 for the Grafton County Senior Citizens Agency. (By Request)

ARTICLE 9. To see if the Town will vote to raise and appropriate the sum of \$377.71 for North Country Council dues. (By Request)

ARTICLE 10. To see if the Town will vote to raise and appropriate the sum of \$1,000.00 for the Lisbon Lions Club.

ARTICLE 11. To see if the Town will vote to raise and appropriate the sum of \$1,000.00 for the Lisbon Public Library.

ARTICLE 12. To see if the Town will vote to raise and appropriate the sum of \$2,805.00 for the Lisbon Fast Squad.

ARTICLE 13. To see if the Town will vote to raise and appropriate the sum of \$142.40 for the American Red Cross. (By Request)

ARTICLE 14. To see if the Town will vote to raise and appropriate the sum of \$250.00 for the Littleton Regional Hospital. (By Request) (New)

ARTICLE 15. To see if the Town will vote to raise and appropriate the sum of \$200.00 for (ACORN) – A Community Resource Network. (By Request) (New)

ARTICLE 16. To see if the Town will vote to close the Town Building Capital Reserve fund and transfer the funds (\$15,071.77 + interest) to the Town's General Fund. (Recommended by the Selectmen)

ARTICLE 17. To see if the Town will vote to establish a Capital Reserve Fund under the provisions of RSA 35:1 for the purpose of purchasing land and buildings for the future needs of the Town and raise and appropriate the sum of \$25,000 to be placed in this fund. (\$15,071.77 from Article 16, balance from taxes.) (Recommended by Selectmen)

ARTICLE 18. To see if the Town will vote to appoint the Selectmen as agents to expend monies from the fund established in Article 17, pursuant to RSA 41:14-a. Furthermore, to adopt the provisions of RSA 41:14-a, which authorizes the Selectmen to acquire or sell land, buildings, or both. (Recommended by Selectmen)

ARTICLE 19. To see if the Town will vote to raise and appropriate the sum of up to \$99,000.00 to buy land to provide a future site for Town buildings. Of the foregoing amount, up to \$25,000.00 would be provided from the Capital Reserve Fund established pursuant to Article 17 hereinabove, the balance to be raised by authorizing the Selectmen to borrow the same for a period of up to five (5) years. (Recommended by the Selectmen – 2/3 Ballot Vote Required)

ARTICLE 20. To see if the Town will vote to raise and appropriate the sum of \$15,000.00 to purchase a new truck chassis for the Fire Department Tanker, the foregoing amount to be withdrawn from the Fire Department Equipment Fund. (Recommended by the Selectmen)

ARTICLE 21. To see if the Town will vote to raise and appropriate the sum of \$7,500.00 to be added to the Highway Department Capital Reserve Fund. (Recommended by the Selectmen)

ARTICLE 22. To see if the Town will vote to raise and appropriate the sum of \$5,000.00 to be added to the Fire Department Capital Reserve Fund. (Recommended by the Selectmen)

ARTICLE 23. To transact any other business that may legally come before the meeting.

Given under our hands and seal, this 8th day of March, in the year of Our Lord, Two Thousand and Five, by the Selectmen of Landaff,

Errol S. Peters
C. Bruce Ulricson
Michael M. Ransmeier

REQUESTING AGENCIES

GRAFTON COUNTY SENIOR CITIZENS COUNCIL, INC.

Grafton County Senior Citizens Council, Inc. is a private, nonprofit organization that provides programs and services to support the health and well being of our older citizens. The programs enable elderly individuals to remain independent in their own homes and communities for as long as possible.

During 2004, 21 older residents of Landaff were served by either the Littleton or the Haverhill area senior services.

- 104 balanced meals at one or both of the facilities.
- 1258 hot, nourishing meals were delivered to their homes.
- Landaff residents were transported to health care providers, grocery stores, etc., on 70 occasions.
- 6 visits by a social worker assisting with problems.
- Landaff volunteers put their talent to work giving volunteer time amounting to 153.5 hours.

The cost to provide services to Landaff residents in 2004 was \$8,547.78.

Request for 2005: \$500.00.

TRI-COUNTY COMMUNITY ACTION

This agency is a private, nonprofit organization that provides assistance with fuel, housing needs, homeless programs, FEMA, and USDA surplus food.

In 2004, 160 Landaff residents received services. People receiving fuel assistance were 15; weatherization program assistance were 3; food pantry recipients totaled 24; state electrical assistance 26 households. Request for 2005: \$650.00.

NORTH COUNTRY HOME HEALTH & HOSPICE AGENCY, INC.

North Country Home Health and Hospice is well aware of the fiscal concerns facing most North Country towns. We have worked very hard and successfully in the last year to improve efficiencies and remain cost effective. Severe shortages in nurses, home care aides and other professionals continue to plague the home care field. Faced with severe staffing shortages, agencies have gone out of business and more than one million patients a year are going without essential home care services.

Home care is critical to the growing health care needs of this country. It provides care for the sick, disabled and dying in their own home where they can be provided the highest quality of life, the greatest amount of freedom possible and the highest degree of human dignity.

We assist people recuperating from surgery, individuals coping with chronic illnesses, and families and community members caring for loved ones and friends. Services provided to the residents of Landaff during 2004 were:

- 293 nursing visits
- 138 physical therapy/occupational therapy/speech therapy
- 19 medical social service
- 620 visits for home health aide/homemaker/companion

TOTAL 1,070

Request for 2005: \$940.00.

HOSPICE OF THE LITTLETON AREA

We provide supportive care in patients' homes, at Littleton Regional Hospital or in nursing homes to individuals and families coping with the advanced and final stages of illness. We also have a bereavement program. The Hospice provided services to two Landaff residents during 2004.

Request for 2005: \$435.00

WHITE MOUNTAIN MENTAL HEALTH

The agency offers assistance to individuals with debilitating mental illnesses or situational crises. Our services allow individuals with disabilities to function as productive citizens. Assistance is given to the mentally ill through housing, jobs and all the functions of daily living. During 2004, White Mountain Mental Health provided services to 7 residents of Landaff.

Request for 2005: \$472.00.

NORTH COUNTRY COUNCIL, INC.

North Country Council dues vary each year and are based on the latest population numbers from the office of State Planning and on the latest valuation numbers received from the Dept. of Revenue Administration. If your town would like the formula used please call our office.

Dues from 2004 were used in the following areas: community planning assistance, transportation planning, scenic byways program, grant writing/administrative projects, EDA planning activities, hazardous mitigation planning program, wetlands banking project, and national flood insurance program.

Request for 2005: \$377.71.

LITTLETON REGIONAL HOSPITAL.

Littleton Regional Hospital stands ready to care for all patients from the Town of Landaff, regardless of their ability to pay for often lifesaving medical care. During 2004, Littleton Regional Hospital provided \$3,881.37 in charity care to patients residing in the Town of Landaff.

Request for 2005: \$250.00.

ACORN – A COMMUNITY RESOURCE NETWORK

ACORN provides services to members of the Grafton County community both infected and affected by HIV/AIDS. They have recently added programs and services for members of our communities who have been diagnosed with HCV (Hepatitis C). The support of the communities located in Grafton County will allow ACORN to continue to provide services to individuals infected and affected by HIV/AIDS and incorporate much needed community education, outreach and testing programs for those individuals infected with HCV.

Request for 2005: \$200.00.

BUDGET OF THE TOWN OF LANDAFF – REVENUE

Acct No	Source of Revenue		Estimated Revenue Prior Year	Actual Revenue Prior Year	Estimated Revenue For Ensuing Year
Taxes:					
3120	Land Use Change Taxes	\$	2,000.00	\$ 2,550.80	\$ 5,000.00
3185	Timber Taxes		3,500.00	3,089.19	5,000.00
3186	Payment in Lieu of Taxes		5,819.00	.00	5,000.00
3190	Interest & Penalties on Delinquent Taxes		3,000.00	4,561.30	4,000.00
Licenses, Permits and Fees:					
3210	Business Licenses & Fees		500.00	.00	500.00
3220	Motor Vehicle Permits		65,000.00	72,508.03	70,000.00
3230	Building Permits		1,500.00	25.00	.00
3290	Other Licenses, Permits		.00	1,568.92	1,500.00
From State:					
3351	Shared Revenue		1,070.00	16,914.88	1,000.00
3352	Rooms & Meals Tax		12,491.00	.00	15,000.00
3353	Highway Block Grant		37,691.00	37,691.34	38,383.54
Charges for Services					
3401	Income from Departments		150.00	.00	150.00
3409	Other Charges		.00	252.66	200.00
Miscellaneous Revenues:					
3502	Interest of Investments		1,500.00	.00	.00
3503	Other		12,681.00	13,756.02	24,000.00
Interfund Transfers:					
3915	From Capital Reserve Funds		.00	.00	30,100.00
3916	Trust Funds & Agency Funds		3,000.00	2,055.30	2,000.00
3934	Proc. From Long Term Bonds & Notes		.00	.00	74,000.00
Total Estimated Revenue			\$149,902.00	\$154,973.44	\$275,833.54

BUDGET OF THE TOWN OF LANDAFF – EXPENDITURES

Acct No.	Purpose Of Appropriation	Appropriations Prior Year as Approved by DRA	Actual Expenditures Prior Year	Appropriations Ensuing Fiscal Year Recommended
General Government:				
4130-4139	Executive	\$ 22,000.00	\$ 15,552.48	\$ 23,000.00
4140-4149	Election, Regs. & Vital Statistics	8,000.00	8,213.86	8,500.00
4150-4151	Financial Administration	13,000.00	15,744.05	13,000.00
4152	Revaluation of Property	.00	7,057.07	6,500.00
4153	Legal Expenses	1,000.00	987.63	1,000.00
4155-4159	Personnel Administration	4,000.00	4,471.48	5,000.00
4191-4193	Planning & Zoning	1,500.00	935.45	1,250.00
4194	General Government Buildings	10,000.00	5,587.14	9,000.00
4195	Cemeteries	4,000.00	4,000.00	4,000.00
4196	Insurance	23,000.00	27,022.80	29,000.00
4197	Advertising & Regional Associations	2,500.00	1,502.82	3,000.00
4199	Other General Government	2,000.00	1,829.00	2,000.00
Public Safety:				
4210-4214	Police	2,500.00	2,820.00	3,000.00
4215-4219	Ambulance	4,375.00	4,375.00	4,400.00
4220-4229	Fire	17,000.00	15,215.86	28,000.00
4299	Other (Inc. Communications)	.00	57.50	100.00
Highways & Streets:				
4311-4311	Highway Administration	28,080.00	29,669.61	31,000.00
4312	Highway & Streets	58,920.00	55,689.98	60,000.00
4316	Street Lighting	700.00	528.32	700.00
Sanitation:				
4324	Solid Waste Disposal	22,275.00	22,275.00	25,158.00
Health:				
4414	Pest Control	300.00	32.00	300.00
4415-4419	Health Agencies	2,489.00	2,489.40	2,850.00
Welfare:				
4441-4442	Administration & Direct Assist	30.00	30.00	30.00
4445-4449	Vendor Payments & Dues	2,000.00	1,175.13	2,000.00
Recreation:				
4520-4529	Parks & Recreation	2,200.00	1,855.00	2,200.00

4550	Library	600.00	600.00	1,000.00
4583	Patriotic Purposes	100.00	110.00	125.00
Conservation:				
4619	Other Conservation	100.00	50.00	100.00
Debt Service:				
4711	Princ.-Long Term Bonds/Notes	.00	.00	14,800.00
4721	Interest-Long Term Bonds/Notes	.00	.00	4,400.00
4723	Interest-Tax Anticip. Notes	1,000.00	0.00	1,000.00
Capital Outlay:				
4901	Land	.00	.00	74,000.00
4905	Refunds for Reg. 7	.00	243.42	200.00
Operating Transfers Out:				
4915	To Capital Reserve Fund	<u>23,000.00</u>	<u>23,000.00</u>	<u>37,500.00</u>
Total Appropriations		\$256,669.00	\$253,120.00	\$401,113.00
Gross Expenditures for Ensuing Year:			\$401,113.00	
Gross Revenue for Ensuing Year:			<u>275,833.54</u>	
To be Raised by Taxes for the Ensuing Year:			\$125,279.46	

SCHEDULE OF TOWN PROPERTY

Town Hall/ Lands and Buildings	\$127,300.00
Furniture & Equipment	35,000.00
Fire Department, Land and Buildings	32,700.00
Equipment	55,000.00
Highway Department, Land and Buildings	32,200.00
Equipment	140,000.00
Sewer Plant and Facilities	19,000.00
Schools, Lands and Buildings	115,200.00
Equipment	45,000.00
Recreation Area	<u>20,000.00</u>
Total	\$621,400.00

SUMMARY OF INVENTORY OF ASSESSED VALUATION

Land	5,917,332.00
Buildings	14,026,050.00
Utilities	<u>499,283.00</u>
Total Gross Before Exemptions	20,442,665.00
Elderly Exemptions	<u>30,000.00</u>
Net Valuation	\$20,412,665.00

STATEMENTS OF APPROPRIATIONS AND TAXES ASSESSED PER \$1,000.00

Town, School and County	\$20,412,665.00 @ \$21.68	\$442,546.58
Town	\$ 3.22	
School	16.53	
County	<u>1.93</u>	
	\$21.68	
State Ed. Tax	\$4.32	\$19,913,382.00 @ \$4.32
		\$86,025.80
Yield Taxes		3,089.19
Late Inventory Penalties		0.00
Total Taxes Assessed in 2004		528,572.00
Less Veterans' Exemptions		<u>- 1,350.00</u>
Net Taxes Assessed		\$530,311.19

**COMPARATIVE STATEMENT
OF APPROPRIATIONS AND EXPENDITURES
Fiscal Year Ending December 31, 2004**

	Appropriated	Expenditures	Unexpended	Overdraft
4130 Executive	\$ 22,000.00	\$ 15,552.48	\$ 6,447.52	\$.00
4140 Election, Registrations	8,000.00	8,213.86	.00	213.86
4150 Financial Administration	13,000.00	15,744.05	.00	2,744.05
4152 Revaluation of Property	.00	7,057.07	.00	7,057.07
4153 Legal	1,000.00	987.63	12.37	.00
4155 Personnel Administration	4,000.00	4,471.48	.00	471.48
4191 Planning & Zoning	1,500.00	935.45	564.55	.00
4194 General Government				
Building	10,000.00	5,587.14	4,412.86	.00
4195 Cemeteries	4,000.00	4,000.00	.00	.00
4196 Insurance	23,000.00	27,022.80	.00	4,022.80
4197 Advertising & Regional				
Associations	2,500.00	1,502.82	997.18	.00
4199 Other General Government	2,000.00	1,829.00	171.00	.00
4210 Police	2,500.00	2,820.00	.00	320.00
4215 Ambulance	4,375.00	4,375.00	.00	.00
4220 Fire Department	17,000.00	15,215.86	1,784.14	.00
4299 Other (Incl. Communica.)	.00	57.50	.00	57.50
4311 Administration	28,080.00	29,669.61	.00	1,589.61
4312 Highways	58,920.00	55,689.98	3,230.02	.00
4316 Street Lighting	700.00	528.32	171.68	.00
4324 Solid Waste Disposal	22,275.00	22,275.00	.00	.00
4414 Pest Control	300.00	32.00	268.00	.00
4415 Health Agencies	2,489.00	2,489.40	.00	.40
4441 Welfare Admin/Direct Asst.	30.00	30.00	.00	.00
4445 Vendor Payments & Dues	2,000.00	1,175.13	824.87	.00
4520 Community Field	2,200.00	1,855.00	345.00	.00
4550 Library	600.00	600.00	.00	.00
4583 Patriotic	100.00	110.00	.00	10.00
4619 Other Conservation	100.00	50.00	50.00	.00
4723 Interest on TAN	1,000.00	0.00	1,000.00	.00
4905 Refunds for Reg. 7	.00	243.42	.00	243.42
4915 Capital Reserves	23,000.00	23,000.00	.00	.00
Totals	\$256,669.00	\$253,120.00	\$20,279.19	\$16,730.19

BALANCE SHEET

as of December 31, 2004

ASSETS

Cash	\$324,266.75	
Town Histories	1,183.59	
Petty Cash	<u>40.00</u>	
Cash in Hand of Treasurer		\$325,490.34
Receivables:		
Taxes		
Uncollected Taxes as of December 31, 2004:		
Levy of 2004	<u>32,828.26</u>	
Unredeemed Taxes as of December 31, 2004:		
Tax Lien of 2003	3,235.29	
Tax Lien of 2002	1,360.97	
Reserve for Doubtful Accounts	(1,800.00)	
Intergovernmental	<u>13,007.97</u>	
Total Receivables		<u>48,632.49</u>
Total Assets		\$374,122.83

LIABILITIES AND FUND BALANCE

Liabilities:		
Due to Landaff School District	<u>202,578.00</u>	
Total Liabilities		202,578.00
Fund Balances:		
Unreserved		170,361.24
Designated:		
Town Histories	<u>1,183.59</u>	
Total Designated		1,183.59
Total Fund Balance		<u>171,544.83</u>
Total Liabilities and Fund Balance		\$374,122.83

TOWN CLERK'S REPORT
January 1, 2004 to December 31, 2004

DEBITS

Monies Received:

Automobile Registrations	\$72,496.03
Title Applications	242.00
Uniform Commercial Code Fees	75.00
Vital Statistics Fees	81.00
Dog License Fees: Town	577.50
Dog License Fees: State	54.00
Dog License Fees: Neutering Fund	216.00
Filing Fees	5.00
Dump Stickers	21.00
Insufficient Funds	<u>25.00</u>

Total Debits	\$73,792.53
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CREDITS

Remittance to Treasurer:

Automobile Registrations	\$72,496.03
Title Applications	242.00
Uniform Commercial Code Fees	75.00
Vital Statistics Fees	81.00
Dog License Fees: Town	577.50
Dog License Fees: State	54.00
Dog License Fees: Neutering Fund	216.00
Filing Fees	5.00
Dump Stickers	21.00
Insufficient Funds	<u>25.00</u>

Total Credits	\$73,792.53
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Respectfully submitted,
Donna J. Bronson
Town Clerk

Town Clerk Hours – Tuesday 9-11am, 5-7pm

TAX COLLECTOR'S REPORT
For January 1, 2004 to December 31, 2004

DEBITS

	2004	2003
Uncollected Taxes Beginning of Year:		
Property Taxes	\$ 0.00	\$19,133.25
Yield Taxes	0.00	.00
Taxes Committed This Year:		
Property Taxes	527,294.61	0.00
Yield Taxes	3,089.19	0.00
Land Use Change	2,528.00	.00
Overpayments:		
Property Taxes	4.42	.00
Property Tax Interest	0.00	.00
Interest Collected on Delinquent Taxes:		
Property Taxes	366.42	1,098.54
Yield Taxes	0.00	.00
Land Use Change	1.80	.00
Cost Before Lien:	0.00	91.00
Cost of Lien:	0.00	389.50
Insufficient Funds:	<u>25.00</u>	<u>.00</u>
Total Debits	533,309.44	20,712.29

CREDITS

Remittances to Treasurer:		
Property Taxes	493,887.17	9,353.89
Land Use Change	2,528.00	.00
Yield Taxes	3,089.19	.00
Interest – Property	366.42	428.90
Interest – Land Use Change	1.80	.00
Cost Before Lien	0.00	91.00
Conversion to Lien	0.00	10,838.50
Insufficient Funds	25.00	.00
Abatements Made:		
Property Taxes	583.60	0.00
Uncollected Taxes as of December 31, 2004	<u>32,828.26</u>	<u>0.00</u>
Total Credits	\$533,309.44	\$20,712.29

Respectfully submitted,
Donna J. Bronson, Tax Collector

SUMMARY OF TAX SALE/TAX LIEN ACCOUNTS

For January 1, 2004 to December 31, 2004

DEBITS

	2003	2002	2001
Unredeemed Liens			
Beginning of Year	\$ 0.00	\$7,021.18	\$2,976.90
Liens Executed During Fiscal Year	10,838.50	0.00	0.00
Interest & Costs Collected (After Lien Execution)	<u>599.30</u>	<u>1,039.66</u>	<u>976.88</u>
Total Debits	11,437.80	8,060.84	3,953.78

CREDITS

Remitted to Treasurer:			
Redemptions	7,603.21	5,660.21	2,976.90
Interest & Costs After Lien	599.30	1,039.66	976.88
Unredeemed Liens as of December 31, 2004	<u>3,235.29</u>	<u>1,360.97</u>	<u>0.00</u>
TOTAL CREDITS	\$11,437.80	\$8,060.84	\$3,953.78

Respectfully submitted,
Donna J. Bronson
Tax Collector

UNCOLLECTED PROPERTY TAXES

As of December 31, 2004

(* denotes taxes paid after due date)

	2004	2003	2002
* Arsenault, Richard and Diane	\$ 299.20	\$	\$
* Audubon Society of NH	9.63		
* Audubon Society of NH	115.41		
Bailey, Mark	71.82		
Blanchette, Gene and Valerie	602.58		
Blodgett, Arthur E. and Jeanette	1,079.72		
Bousquet, Lester and Sandra	980.20		
Browne, Albion	712.40	290.25	
* Burgess, Edward J.	451.99		

Chamberlin, Edward and Cheryl	585.80		
Chase, Jr., Preston and Karla-Marie	1,587.80		
Chase, Ronald A. and Stephen	200.20		
* Craig Jr., Joseph and Barbarann	572.90		
Dennett, Sr., John J. and Virginia May	1,184.90		
Dodge, Donald F. and Ann M.	1,514.50		
Drew, Frank	467.22		
Drew, Frank	204.00		
Hatch, Richard and Joanne	1,367.60	753.25	
* Heath, Douglas	825.90		
Hjelm, Eric	11.66		
Houston, Glenn C.	47.09		
Houston, Glenn C.	204.11		
* Kimber, Valerie	1,890.65		
Larcomb, Charles	2,241.56		
* McGovern, Harold and Rebecca E.	12.24		
* McGovern, Harold and Rebecca E.	1,574.20		
McGuire, Mark J.	289.82		
McGuire, Mark J.	1,097.13		
* McNamara, Kevin	1.59		
Palma, Donald E. and Moreira, Maira	8.27		
Palma, Donald E. and Moreira, Maira	1,233.20		
Palma, Donald E. and Moreira, Maira	4.96		
Riley, Brian	1,181.50		
Santy, Robert	1,926.60	1,468.02	1,360.97
Steckerl, Andrea and Lauren S.	80.80		
Steckerl, Andrea and Lauren S.	2,321.80		
Steckerl, Andrea and Lauren S.	119.60		
Steckerl, Andrea and Lauren S.	387.40		
Steckerl, Andrea and Lauren S.	97.50		
Steckerl, Andrea and Lauren S.	527.80	178.27	
Steckerl, Andrea and Lauren S.	720.20	545.50	
* Thorpe, Jr., Wayne V. & D'Agosta, Sarah	771.80		
* Watkins, John A.	499.80		
* Watkins, John A.	528.70		
* Watkins, John A.	481.10		
* Watkins, John A.	491.30		
* Watkins, John A.	511.10		
* Watkins, John A.	125.80		
Woodward, Theresa J.	605.20		
TOTALS	<u>\$32,828.26</u>	<u>\$3,235.29</u>	<u>\$1,360.97</u>

TREASURER'S REPORT

January 1, 2004 – December 31, 2004

Balance January 1, 2004:

Checking Account	\$ 156,295.28
Escrow Account	368.99
Town History Account	963.37
Connecticut River Bank	50,905.79
Laconia Savings Bank	<u>51,189.61</u>

\$ 259,723.04

Donna Bronson, Town Clerk:

Dog Licenses - Retained	577.50
Dog Licenses - State	54.00
Neutering Fund	216.00
Dump Stickers	21.00
Filing Fees	5.00
Motor Vehicle Permits	72,496.03
Title Applications	242.00
Uniform Commercial Code	75.00
Vital Statistics	51.00
Insufficient Funds Check Fee	<u>25.00</u>

Total Town Clerk

73,792.53

Donna Bronson, Tax Collector:

2004 Property Tax	493,887.17
2004 Property Tax Interest	366.42
2004 Yield Tax	3,089.19
2004 Land Use Change Tax	2,528.00
2004 Land Use Change Tax Interest	1.80
2003 Property Tax	19,133.25
2003 Property Tax Interest	1,098.54
2003 Cost Before Lien	91.00
2003 Cost of Lien	389.50
2003 Tax Lien Redeemed	7,603.21
2003 Interest & Cost	599.30
2002 Tax Lien Redeemed	5,660.21
2002 Interest & Cost	1,039.66
2001 Tax Lien Redeemed	2,976.90
2001 Interest & Cost	976.88
Insufficient Funds Fee	<u>25.00</u>

Total Tax Collector

539,466.03

Planning & Zoning:

Donald & Ann Dodge – Current Use	12.50
Estate Jessie Hodge – Current Use Change Fee	21.00
Schultz – Current Use Change Fee	21.00

Planning & Zoning – continued:

Arthur Yarosh, Jr. – Current Use Change Fee	21.00
Frank Drew – Current Use Change Fee	21.00
Donald & Bobbie Jo Brown – Current Use Application	12.50

Sub-Division Fees:

Frank Drew	134.94
P. Kellogg / Danis	<u>132.48</u>

Total Planning & Zoning 376.42

Trustees of Trust Funds:

Cemetery Use	335.01
School Use	27.26
Town Use	1,693.03
Revaluation A/C Closed	<u>7,057.07</u>

Total Trustees of Trust Funds 9,112.37

State of New Hampshire:

Highway Block Grant	37,691.34
Revenue Sharing	4,424.00
Rooms & Meals	<u>12,490.88</u>

Total State of New Hampshire 54,606.22

U.S. Government:

In Lieu of Taxes	<u>6,137.00</u>
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Total U.S. Government 6,137.00

Refunds:

Landaff School District - Town Report	500.00
Liberty Mutual – Return Premium	<u>1,705.00</u>

Total Refunds 2,205.00

Rental of Town Property:

Mount Hope Grange #77	150.00
Lewis Mardin	25.00
Heidi Sagar	50.00
Joseph & Cheryl Wiggett	<u>50.00</u>

Total Rental of Town Property 275.00

Sale of Town Property:

Town Histories	263.50
Tax Card	12.00
Tax Roll List	25.00
N.H. Republican Committee – Voter List	15.00
N.H. Democratic Committee – Voter List	15.00

Sale of Town Property – continued:		
Sub-Division Regulations	25.00	
Zoning Regulations	<u>15.00</u>	
Total Sale of Town Property		370.50
Miscellaneous Revenue:		
Woodsville Guaranty - NOW A/C Interest	170.14	
- Bounced Check Fee	(10.00)	
- Deposit Books	(47.50)	
Connecticut River Bank - Interest	249.38	
Laconia Savings Bank - Interest	535.07	
Town of Lisbon - Recycling Revenue	12,681.10	
Check #1569 – Not Cashed	31.17	
Arcadia Ins. Co. – Return Premium	120.00	
N. Bruce McKay – Illegal Burn	252.66	
Timothy Ascawe – Registry Work	15.00	
Check #1792 – Not Cashed	158.10	
Check #1843 – Not Cashed	1.29	
June Hubbard – Water Heater	100.00	
Robert Lamprey – Photocopies	6.75	
Cash – Photocopies	<u>30.00</u>	
Total Miscellaneous Revenue		14,293.16
Non-Revenue Receipts:		
Woodsville Guaranty – Escrow Interest	2.09	
- Town History Interest	<u>6.97</u>	
Total Non-Revenue Receipts		<u>9.06</u>
Total Receipts:		960,366.33
Less Selectmen’s Orders:		<u>(634,914.70)</u>
Balance as of December 31, 2004		\$325,451.63

Reconciliation of the Treasurer’s Report

Checking Account	\$273,543.35
Escrow Account	.00
Town History Account	1,183.59
Connecticut River Bank	.00
Laconia Savings Bank	<u>50,724.68</u>
	\$325,451.63

Respectfully submitted,
Mary H. Felton, Treasurer

SUMMARY OF RECEIPTS

From Local Taxes:

2004 Property Tax	\$ 493,887.19
2004 Property Tax Interest	366.42
2004 Yield Tax	3,089.19
2004 Land Use Change	2,528.00
2004 Land Use Change Interest	1.80
2003 Property Tax	19,133.25
2003 Property Tax Interest	1,098.54
2003 Cost Before Lien	91.00
2003 Cost of Lien	389.50
2003 Tax Lien Redeemed	7,603.21
2003 Interest & Cost	599.30
Previous Years - Tax Lien Redeemed	8,637.11
Previous Years - Interest & Cost	2,016.54
Insufficient Funds Fee	<u>25.00</u>

Total Taxes Collected and Remitted

\$539,466.03

Licenses and Permits:

Motor Vehicle Permits	72,496.03
Dog Licenses	631.50
Neutering Fund	216.00
Business Licenses, Permits, Filing Fees	533.00
All Others, including Sub-Divisions	267.42
Insufficient Funds Fee	<u>25.00</u>

Total Licenses and Permits

74,168.95

From State of New Hampshire:

Highway Block Grant	37,691.34
Revenue Sharing	4,424.00
Rooms & Meals	<u>12,490.88</u>

Total From State of New Hampshire

54,606.22

From U.S. Government

U.S. Treasury – In Lieu of Taxes	<u>6,137.00</u>
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Total From U.S. Government

6,137.00

Refunds:

Landaff School District - Town Report	500.00
Liberty Mutual – Return Premium	<u>1,705.00</u>

Total Refunds

2205.00

Charges For Services:		
Rental of Town Property	<u>275.00</u>	
Total Charges For Services		275.00
Miscellaneous Revenue:		
Sale of Town Property	370.50	
Interest on Investments	2,055.30	
Woodsville Guaranty - Interest	170.14	
Woodsville Guaranty - Service Fees	(57.50)	
Connecticut River Bank - Interest	249.38	
Laconia Savings Bank - Interest	535.07	
Acadia Ins. Co. – Return Premium	120.00	
N. Bruce McKay – Illegal Burn	252.66	
Timothy Ascane – Registry Work	15.00	
Checks Not Cashed (#1569, #1792 & #1843)	190.56	
June Hubbard – Water Heater	100.00	
Revaluation A/C Closed	7,057.07	
Town of Lisbon – Recycling Revenue	12,681.10	
Photocopies	<u>36.75</u>	
Total Miscellaneous Revenue		23,776.03
Non-Revenue Receipts:		
Woodsville Guaranty - Escrow Interest	2.09	
- Town History Interest	<u>6.97</u>	
Total Non-Revenue Receipts		<u>9.06</u>
Total Receipts from All Sources		700,643.29
Cash On Hand January 1, 2004		<u>259,723.04</u>
Grand Total		\$960,366.33

DETAILED STATEMENT OF PAYMENTS

General Government

4130 Executive:

Errol S. Peter, Selectman	\$ 1,000.00
Richard B. Basnar, Selectman	250.00
C. Bruce Ulricson, Selectman	1,000.00
Mike Ransmeier	500.00
John Rice, Moderator	100.00
Joseph Wiggett, Moderator	100.00
Donna J. Presby, Secretary	5,315.25
Donna J. Presby, Expenses	3.18
Tuck Press	371.00
Salmon Press	54.00
Plodzik & Sanderson	4,500.00
US Post Office – Stamps	371.95

Donna J. Presby – Software	385.16	
Local Government Ctr. – 2 Books	28.00	
Mary Beaudin – Town Sign	140.84	
White Mountain Shopper	75.00	
Littleton Office Supply	103.85	
Ammonoosuc Times	60.00	
Deluxe Business Checks – Return Address Stamp	13.10	
Debbie Geoffroy, Secretary	807.75	
Debbie Geoffroy, Expenses	4.42	
Warners Gallery	100.00	
Staples – Typewriter	178.98	
Harrison Publishing – Envelopes	90.00	
	<u>15,552.48</u>	15,552.48
4140 Election, Registration and Vital Statistics:		
Donna Bronson, Town Clerk	5,070.25	
Ernest Odell, Supervisor of Checklist	87.50	
Donna J. Presby, Supervisor of Checklist	87.50	
Brenda Dodge, Supervisor of Checklist	50.00	
Richard Bronson, Supervisor of Checklist	50.00	
Mary Felton, Ballot Clerk	100.00	
Francis Felton, Ballot Clerk	100.00	
David Clement, Ballot Clerk	100.00	
Angie Bronson, Ballot Clerk	100.00	
IDS – Dog Tags	66.10	
Littleton Office Supply, Ballots, Etc.	135.51	
Tuck Press – Ads	106.00	
Harrison Publishing – Town Reports	1,650.00	
White Mt. Reg. – Workshop	30.00	
State of NH – Vitals	342.00	
NH City & Town Clerk Association – Dues	70.00	
Cheryl Wiggett – Ballot Counter	5.00	
Heidi Sagar – Ballot Counter	5.00	
Richard Sagar – Ballot Counter	5.00	
Gayle Clement – Ballot Counter	5.00	
Eileen Webb – Ballot Counter	5.00	
Aaron Parkening – Ballot Counter	5.00	
Roberta Ulricson – Ballot Counter	5.00	
Clifford Boivin – Ballot Counter – VOID	.00	
Primedia – Red Books	34.00	
	<u>8,213.86</u>	23,766.34
4150 Financial Administration:		
Donna Bronson, Tax Collector	3,519.00	
Donna Bronson – Expenses	43.30	
Mary Felton, Treasurer	400.00	
Thomas Walker, Assessor	356.34	
Registry of Deeds – Tax Liens Redeemed	175.77	
Littleton Office Supply	20.00	

U.S. Post Office	371.14	
NH Tax Collector's Association – Dues	20.00	
Taxes Bought by the Town	<u>10,838.50</u>	
	15,744.05	39,510.39
4152 Revaluation of Property:		
Thomas Walker	<u>7,057.07</u>	
	7,057.07	46,567.46
4153 Legal:		
Michael Ransmeier	<u>987.63</u>	
	987.63	47,555.09
4155 Employee Benefits	<u>4,471.48</u>	
	4,471.48	52,026.57
4191 Planning & Zoning:		
Tuck Press	265.00	
Donna Presby – Postage	32.23	
Reg. of Deeds – Mylar	96.74	
John Rice – Zoning Officer	500.00	
Errol Peters – Certified Mail	16.48	
Board of Adjustment – 5 Handbooks	<u>25.00</u>	
	935.45	52,962.02
4194 General Government:		
PSNH	519.81	
Irving Oil	2,909.68	
Verizon	696.17	
Pratt's Propane	614.47	
Thomas Blowey	705.00	
Francis Felton, Paper Products	20.12	
Fogg's Hardware	34.61	
Ronald Howard	<u>87.28</u>	
	5,587.14	58,549.16
4195 Cemetery:		
2004 Appropriation	3,828.00	
Veteran Flag Holders	<u>172.00</u>	
	4,000.00	62,549.16
4196 Insurance:		
Anthem – BC/BS	10,947.80	
Geo. M. Stevens Ins.	2,816.00	
Liberty Mutual – Audit	137.00	
Liberty Mutual – Assigned Risk	5,116.00	
Acadia Ins.	6,973.00	
Assigned Risk Ins.	<u>1,033.00</u>	
	27,022.80	89,571.96
4197 Advertising & Regional:		
NH Municipal Assoc. – Dues	519.00	
Tri-Cty Comm. Action – Art. 6	600.00	

North Ctry. Council – Art. 10	383.82	
	1,502.82	91,074.78
4199 Other General Govt.:		
Conway Office Products	517.00	
Postmaster – P.O. Box Rent	136.00	
BSMI	<u>1,176.00</u>	
	1,829.00	92,903.78
4210 Police:		
Ed Peterson – Dues	100.00	
Grafton Cty. Dispatch	720.00	
Ed Peterson, Constable	<u>2,000.00</u>	
	2,820.00	95,723.78
4215 Ambulance:		
Ross Ambulance Service – Art. 7	1,570.00	
Lisbon Fast Squad – Art. 13	<u>2,805.00</u>	
	4,375.00	100,098.78
4220 Fire Dept.:		
2004 Appropriation	13,000.00	
Varney Smith – Side Door	229.55	
Champlain Door – Overhead Door	1,086.31	
Bradley Santy – Painting Station	<u>900.00</u>	
	15,215.86	115,314.64
4299 Other (Incl. Communications)	<u>57.50</u>	
	57.50	115,372.14
4311 Highway Dept - Administration:		
Thomas Smith – Payroll	29,489.61	
Russell Smith – Payroll	<u>180.00</u>	
	29,669.61	145,041.75
4312 Highway Dept. Highways & Streets:		
PSNH	495.34	
Verizon	713.98	
Irving Oil – Diesel	4,422.31	
Pratt's Propane	1,340.27	
CitiGas	118.14	
NH Municipal Truck Equipment	178.50	
B. Canelas Truck Repair	150.00	
Sun – Chem	479.29	
Jordan Equipment	698.85	
MacKenzie Auto	763.57	
N.E. Truck Tire	660.60	
State of NH – Road Signs	1,017.69	
E.W. Sleeper – Adapter	208.58	
Geo. Dean Entr. – Water Bowls	32.00	
Merriam Graves	119.81	

Sunoco Mastercard	698.12	
Appalachian Supply	607.69	
E-Z Steel	52.00	
Town Line Equipment	139.95	
Varney Smith	230.28	
Fogg's Hardware	110.76	
Blackmount Equipment	60.49	
Exit 41 Rental Center	50.00	
Wm. Presby – Crushed Gravel	5,940.50	
Presby Construction – Ross Garage	500.00	
Person Concrete – Garage Pad	632.00	
Lawson Products	280.01	
Wilco Direct, Inc.	1,230.00	
Charlebois	105.66	
Mill Brook Construction	90.00	
Clinton Clough – Winter Sand	5,029.50	
Blacktop, Inc.	445.72	
Schofield Septic – Hauling Sand	1,000.00	
Aldrich Welding	52.50	
All State Asphalt	24,300.00	
Liberty Intl. Truck	710.62	
Lisbon Chevrolet	20.00	
Lee Waterhouse	1,560.00	
B-B Chain	<u>445.25</u>	
	55,689.98	200,731.73
4316 Street Lights:		
PSNH	<u>528.32</u>	
	528.32	201,260.05
4324 Sanitation:		
Town of Lisbon – Solid Waste Disposal	<u>22,275.00</u>	
	22,275.00	223,535.05
4414 Pest Control:		
Dr. F. Erb	<u>32.00</u>	
	32.00	223,567.05
4415 Health Agencies:		
N. Ctry. Home Health Hospice – Art. 4	940.00	
White Mt. Mental Health – Art. 5	472.00	
Hospice – Art. 8	435.00	
Grafton Ctr. Seniors – Art. 9	500.00	
American Red Cross – Art. 15	<u>142.40</u>	
	2,489.40	226,056.45
4441 Welfare – Dues:		
NH Welfare Association	<u>30.00</u>	
	30.00	226,086.45

4445 Welfare – Vendor Payments:		
Carr Well & Pump	269.77	
Irving Oil	485.00	
Bruce Ulricson	314.56	
Town of Lisbon	40.00	
State of NH	<u>65.00</u>	
	1,175.13	227,261.58
4520 Culture & Recreation:		
Lion’s Club	1,000.00	
Tom Blowey	<u>855.00</u>	
	1,855.00	229,116.58
4550 Lisbon Library:		
Landaff Contribution	<u>600.00</u>	
	600.00	229,716.58
4583 Patriotic:		
Town of Lisbon – Flags	<u>110.00</u>	
	110.00	229,826.58
4905 Refunds for Reg. 7.:		
John C. & John A. Watkins – Reg. Refund	83.00	
Glenn Houston – Reg. & Tax Refund	4.42	
Nicholas & Mary Ianno – Prop. Tax Exemption	130.00	
Richard & Sandra Nelson – Reg. Refund	<u>26.00</u>	
	243.42	230,070.00
4619 Conservation Dept.:		
Richard Bronson – Mowing	<u>50.00</u>	
	50.00	230,120.00
4915 Capital Reserve Funds:		
Highway Equipment – Art. 16	5,000.00	
Fire Dept. Equipment – Art. 17	5,000.00	
Revaluation – Art. 19	3,000.00	
Town Building – Art. 18	<u>10,000.00</u>	
	23,000.00	253,120.00
TOTAL BEFORE PAYMENTS TO OTHER GOVTS.		\$253,120.00
4931 Payments to Other Governments:		
Grafton County Taxes	<u>42,825.00</u>	
	42,825.00	\$295,945.00
4933 Landaff School District:		
CD Interest	27.26	
2003-04 Appropriation	113,135.00	
2004-05 Appropriation	<u>225,000.00</u>	
	338,162.26	\$634,107.26
2003 Federal Taxes	<u>864.94</u>	
	864.94	\$634,972.20
GRAND TOTAL		\$634,972.20

SUMMARY OF PAYMENTS

General Government:

Executive	\$ 15,552.48
Election, Registration & Vital Statistics	8,213.86
Financial Administration (Inc. Taxes Bought by Town)	15,744.05
Revaluation of Property	7,057.07
Legal Expenses	987.63
Personnel Administration	4,471.48
Planning & Zoning	935.45
General Government Building	5,587.14
Cemetery	4,000.00
Insurance	27,022.80
Advertising & Regional Associations	1,502.82
Other General Government	1,829.00

Public Safety:

Police Department	2,820.00
Ambulance	4,375.00
Fire Department	15,215.86
Other	57.50

Highways:

Administration	29,669.61
Highways & Streets	55,689.98
Street Lighting	528.32

Sanitation:

Solid Waste Disposal – Lisbon Landfill	22,275.00
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Health:

Pest Control	32.00
Health Agencies	2,489.40

Welfare:

NH Welfare Association Dues	30.00
Vendor Payments	1,175.13

Culture & Recreation:

Parks & Recreation	1,855.00
Library	600.00
Patriotic Purposes	110.00

Refunds for Reg. 7:	243.42
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Conservation Dept.:	50.00
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Capital Reserve Funds:	<u>23,000.00</u>	\$253,120.00
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Payments to other Governments:	42,825.00
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Landaff School District:	338,162.26
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2003 Federal Taxes:	<u>864.94</u>	\$634,972.20
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Cash on Hand December 31, 2004:		<u>\$170,361.24</u>
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GRAND TOTAL		\$805,333.44
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CEMETERY TRUSTEES REPORT

(January 1, 2004 – December 31, 2004)

Receipts

Cash on Hand - January 1, 2004		\$14,963.24
White Mountain Mental Health (Fecto)	75.00	
2004 Budget Appropriation / \$4,000.00		
Minus Veterans Flag Holders (\$172.00)	3,828.00	
Interest from Savings Account	52.21	
Interest from Checking Account	1.75	
Richard Eaton – Perpetual Care	100.00	<u>4,056.96</u>
Total Receipts		19,020.20

Payments

Robert Fenoff – Labor & Machine Rental	3,155.00	
Ernest Odell – Digging Grave	75.00	
Ernest Odell – Labor	457.50	
Ernest Odell – Lumber	64.20	
Trustees of Trust Funds – Perpetual Care		
For Richard Eaton	100.00	
Total Payments		<u>3,312.21</u>
Cash Balance, December 31, 2004		\$15,168.50

Cemetery Trustees,

Mary Dodge
Brian Laleme
Joyce Grimes

REPORT OF THE TRUST FUNDS of the TOWN OF LANDAFF, NH on December 31, 2004

Date of Creation	Name of Trust Fund and Purpose of Creation	How Invested	Beginning Balance	New Funds	Withdrawal	Income Earned	Income Expended	Balance End of Year
1997	School District Funds							
	Local School Fund	Berlin City	2,270.06			27.26	27.26	2,270.06
	Total School Fund		2,270.06			27.26	27.26	2,270.06
Bf. 1985	Cemetery Funds							
1997	Perpetual Care - Various	Laconia SB	8,363.52			230.21	230.21	8,363.52
2002	Perpetual Care - Various	Berlin City	10,186.91			97.53	97.53	10,186.91
2003	Perpetual Care - Various	Berlin City	2,408.38					
	Lishon VFW			1.93				
2004	Richard Eaton Perpetual Care			100.00		7.27	7.27	2,510.31
	Total Cemetery Fund		20,958.81	101.93		335.01	335.01	21,060.74
1957	Town Funds							
1997	Gale-Chandler	Laconia SB	15,000.00			412.87	412.87	15,000.00
1997	Gale-Chandler	Woodsville	53,290.89			411.46	411.46	53,290.89
1997	Gale-Chandler	Berlin City	60,000.00			720.56	720.56	60,000.00
1989	Blake Memorial	Laconia SB	5,382.09			148.14	148.14	5,382.09
	Total Town Funds		133,672.98			1,693.03	1,693.03	133,672.98
2003	Capital Reserve Funds							
1997	Fire Department Equipment	Conn. River	15,740.54	5,000.00		80.88	—	20,821.42
2002	Highway Department Equipment	Berlin City	9,291.71	5,000.00		65.98	—	14,357.69
2002	Revaluation	Berlin City	4,027.14	3,000.00	7,057.07	29.93	—	0.00
2002	Special Education	Bank of NH	97,190.59	—		842.05	—	98,032.64
2003	Town Building	Conn. River	5,019.10	10,000.00		52.67	—	15,071.77
	Total Capital Reserves		131,269.08	23,000.00	7,057.07	1,071.51	—	148,283.52
	Grand Total		\$288,170.93	\$ 23,101.93	\$ 7,057.07	\$ 3,126.81	\$ 2,055.30	\$305,287.30

LANDAFF VOLUNTEER FIRE DEPARTMENT

Treasurer's Report

Receipts:

Cash On Hand January 1, 2004	\$10,270.62
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Donations made by:

Ruby Gray Mr. & Mrs. Francis Felton Mr. & Mrs. Lawrence Laleme Mr. Will L. Ross Schofield's Septic Service, Inc. Jack & Dolores Dowell Mr. & Mrs. Reginald Lavoie	Donna Presby Mr. & Mrs. Mark Lavoie Vaulene Boulet Kenneth M. Smalley Carl E. Flander Mrs. Kathryn Heath *Mrs. Harold Geneen
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Total Donations:	10,745.00
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Old Home Day:

Raffle	1,065.00
Auction	5,413.50
Concession	255.75
Supper	468.50

Total Old Home Day:	7,202.75
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Rent of Tent	150.00
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Donation: In Memory of Beth Greely	75.00
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Deposit: Whitcomb Ticket	10.00
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Check Not Cashed	83.85
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Woodsville Guaranty Savings Bank	11.37
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Town of Landaff Appropriation	<u>13,000.00</u>
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Total Receipts:	\$41,548.59
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* \$10,000.00 Donation Deposited to Savings

LANDAFF VOLUNTEER FIRE DEPARTMENT

2004 Treasurer's Report

Payments:

Grafton County Sheriff's Dept. – Dispatch Service	\$ 846.93
PSNH	297.60
Don Beaudin (Parts, etc.)	85.50
Irving Oil Corporation – Propane	2,511.46
TAC-2 Communications (Radio-Pager Rep.)	1,361.60
Twin State – Dues, etc.	367.44
Kelly-Mackenzie Auto Parts – Parts	410.70
InLand Divers – Tank Insp.	102.25
Fire Tech & Safety – Hose, Adapters, etc.	11,462.82
Meadow Leasing, Inc. – Truck Insp., etc.	650.91
P&S Equipment, Inc. – Insp.	161.70
Donald Clough – Labor Tanker	590.00
Woodsville Machine Shop – Tank Heads	120.00
Harry McGovern	835.31
H.G. Wood Industries, L.C.C.	150.60
Sunoco	107.90
Treasurer, State of NH – Backpack Pumps	438.60
The Print Shack – Tickets	48.00
Tuck Press – Advertisements	60.00
TP Toilets – Toilet	75.00
Town of Littleton – Ladders	600.00
Fred Whitcom Scholarship Fund	100.00
Jennifer Cartwright – Halloween	44.60
Desorcie Emergency Products LLC – Pump Rep.	308.40
The Concord Group – Ins.	130.00
Woodsville Guaranty Savings Bank	13.10
NAPD/Fire – Baton Lights	91.80
Frontline – Fire Equipment	<u>1,045.05</u>

Total Payments:	23,017.27
Cash On Hand December 31, 2004	<u>8,531.32</u>
	\$31,548.59

Savings Account:

	\$ 1,000.00
Interest Paid 2004	6.50
Donation from Mrs. Harold Geneen	<u>10,000.00</u>

Total Savings	11,006.50
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Respectfully submitted,
Francis J. Felton
Treasurer

LANDAFF FIRE DEPARTMENT

The present roster is:

Harry McGovern – Chief
Tom Erb – Assistant Chief
Doug Erb – Captain
Don Beaudin – Captain
Francis Felton – Treasurer

Ben Peters
Lance Cate
Doug Heath
Tom Smith

Phil Finkle
Ryan Boissonneault
Jason Cartwright
John H. Rice

Jim Lapierre
Matt Erb
Bill Clark
Paul Beaudin

While 2004 was a busy year for the Landaff Fire Department, I am pleased to report there were no significant fires or property loss. The majority of our responses were to motor vehicle crashes, chimney fires, and to assist neighboring towns. The department continues to focus on training and the upgrading of our firefighting equipment. The department traveled to the New Hampshire Fire Academy last spring for a training session in the Flashover Simulator. There, department members were able to witness first hand a “Flashover”, one of the most dangerous situations a firefighter may encounter. The training is designed to help firefighters recognize the early warning signs that lead to flashover and firefighting techniques to help reduce their occurrence.

We had another very successful Old Home Day despite weather. The department would like to take this opportunity to thank everyone who has supported us throughout the year.

As always, we remind everyone to check their smoke detectors. The batteries should be replaced every six months and the detectors themselves should be replaced every seven to ten years. If anyone is in need of smoke detectors or assistance in checking or installing one, please do not hesitate to call any member of the department.

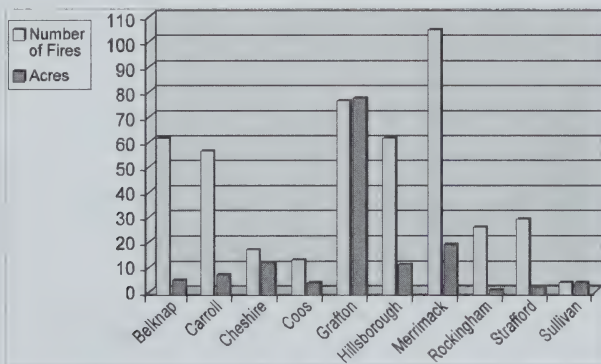
Harry McGovern
Fire Chief

COMMUNITY FOREST FIRE WARDEN AND STATE FOREST RANGER REPORT

Your local Forest Fire Warden, Fire Department, and the State of New Hampshire Division of Forests and Lands cooperate to reduce the risk of wildland fires in New Hampshire. To help us assist you, contact your local Forest Fire Warden or Fire Department to find out if a permit is required before doing ANY outside burning. A fire permit is required for all outside burning unless the ground is completely covered with snow. The New Hampshire Department of Environmental Services also prohibits the open burning of household waste. Citizens are encouraged to contact the local Fire Department or DES at 1-800-498-6868 or www.des.state.nh.us for more information. Safe open burning requires diligence and responsibility. Help us to protect New Hampshire's forest resources. For more information contact the Division of Forests & Lands (603) 271-2217, or online at www.nhdfi.org.

This last year was fairly wet throughout the spring and summer months, however we finished the season with an active fall fire season. In order to meet an increased demand for services, the Forest Protection Bureau was reorganized into three regions with smaller Forest Ranger Districts and over the last several years we have added two Forest Rangers. The fifteen state fire towers were the first to report on many fires throughout the state and they completed many other projects on the low fire danger days. The state implemented a program called Tower Quest to help citizens learn about fire towers and the need to protect New Hampshire's forest resources. The United States celebrated Smokey Bear's 60th birthday in 2004, and celebrations were held throughout the state. Please help Smokey Bear, your local Fire Department and the state's Forest Rangers by being fire smart and fire safe!

2004 FIRE STATISTICS (All Fires Reported thru November 18, 2004) TOTALS BY COUNTY



CAUSES OF FIRES REPORTED

Arson	15	Debris	201
Campfire	41	Railroad	1
Children	12	Lightning	5
Smoking	19	Equipment	5
*Miscellaneous	163		

(*Miscellaneous: powerlines, fireworks, electric fences, etc)

Total Fires Total Acres

2004	462	147
2003	374	100
2002	540	187
2001	942	428

ONLY YOU CAN PREVENT WILDLAND FIRES

CONSTABLE'S REPORT

To the Residents of Landaff:

First, I would like to thank the Lisbon Police Department for their help with traffic control during the committal services held in Landaff for Spec. Alan Burgess.

During the year 2004 there were 9 calls for service handled by this Department. There were also several calls covered by the New Hampshire State Police and the Lisbon Police Department.

Animal complaints were less than in previous years. There was one complaint of dogs running at large and one stray taken to Dr. Erb's. Dog owners, please remember that non-observance of our Town Ordinance, which is based on the State Statute's RSA 466:30-A, 466:30-B, and 466:31-A, can result in an issuance of a Notice of Abatement for first offence, and a Notice of Forfeiture (fine) for each subsequent offence. A copy of this statute is available by calling me.

Any call for service should be made to:

Ed Peterson, Chief	838-2894
Grafton County Sheriff's Dispatch	787-6911
State Police, Twin Mountain	846-3333

All mandatory training and certification requirements were completed for the year 2004. Annual reports for the Police Standards and Training Council were submitted as required. The following are the duty calls for this year:

Animal Complaints	2
MV Checkups	2
Vandalism	2
MV Speeding	1
ATV Complaint	1
Zoning Complaint	<u>1</u>
Total Calls	9
Duty and Patrol Hours	125

Have a safe year!

Ed Peterson, Chief

CONSERVATION COMMISSION

During 2004 the Members of the Commission, Francis Felton, Richard Bronson, Bill Adam and David Clement, Chairman, made our annual physical inspection of the two LCIP easement properties for compliance with the easement restrictions. During the summer we mowed the property and controlled the shrubbery growth on “Bob Knapp Memorial Preserve.” We maintained the hiking trail on the Tellman LCIP property opposite the Blue School where the teachers took their students on a field trip in May again this year under the volunteer leadership of Dave Tellman.

We reviewed construction project applications submitted to us to consider the impact on the Town from the Commission’s standpoint and participated in picking up trash along the Town’s roads. As steward of the Scotland Brook Audubon Sanctuary, the Commission also maintained the Sanctuary’s trails.

Due to an unfortunate accident, Link Nobel, a former chairman of the Commission, was unable to participate in our activities in 2004 and died in early 2005. He will be missed.

David Clement
Chairman

BIRTHS REGISTERED IN THE TOWN OF LANDAFF, NH

For the Year Ending December 31, 2004

DATE & PLACE OF BIRTH	NAME OF CHILD	NAME & SURNAME OF FATHER	NAME OF MOTHER
June 4, 2004 Littleton, NH	William David Clark	William Clark	Bethany Miller-Clark

DEATHS REGISTERED IN THE TOWN OF LANDAFF, NH

For the Year Ending December 31, 2004

DATE & PLACE OF DEATH	NAME OF THE DECEASED	AGE	SEX	NAME OF FATHER NAME OF MOTHER
January 13, 2004 Littleton, NH	Harry Vogt		M.	Ernest Vogt Ethel Mills
February 22, 2004 Landaff, NH	Beth Greeley		F	Howard Legallee Phoebe Tyler
October 15, 2004 IRAQ	Alan Burgess		M	Edward Burgess, Sr. Karen Ferreira

For the Year Ending December 31, 2003

September 27, 2003 North Haverhill, NH	Mary Jane Phillips		F	Frank Kendall (Not Reported)
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Notice – There were no marriages reported for the year ending December 31, 2004 in the Town of Landaff. We do not always receive records of all Births, Marriages & Deaths for the people of Landaff. If you would like the records included in the Town Report, please send a copy to the Town Clerk or call with the information.

ANNUAL REPORT

of the

LANDAFF SCHOOL DISTRICT

2003-2004

SCHOOL BOARD

Mrs. Mary Beaudin	Term Expires 2007
Mrs. Tammy Heath	Term Expires 2006
Mrs. Betsy Babcock	Term Expires 2005

DISTRICT OFFICERS

Mr. Michael Ransmeier, Esq.	Moderator
Mrs. Mary Felton	Treasurer
Vacant	Clerk
Ms. Donna Presby	Auditor
Mr. Francis Felton	Census Taker

SCHOOL ADMINISTRATIVE UNIT #35

Mr. Donald Johnson	Superintendent
Mr. Kevin T. Eckerman	Assistant Superintendent for Student Services
Mrs. Mary Menzies	Business Manager

BLUE SCHOOL STAFF

Ms. Marjorie Sanborn	Head Teacher
Mrs. Joanne Meachen	Aide / Librarian
Ms. Kristi Trahan	Special Education Inclusion Assistant
Ms. Heidi Fulford	School Nurse
Mr. Joseph Shea	Guidance Counselor
Mrs. Linn Driscoll	Art Assistant
Ms. Meredith Boissonneault	Physical Education / Health Assistant

STATE OF NEW HAMPSHIRE SCHOOL WARRANT

To the inhabitants of the Landaff School District, in the Town of Landaff, qualified to vote in District affairs:

You are hereby notified to meet at the Town Hall in Landaff on Monday, March 07, 2005 at 7:00 o'clock in the evening to act upon the following subjects:

ARTICLE 1: To hear the reports of Agents, Committees, or Officers heretofore chosen and pass any vote relating thereto.

Recommended by the Landaff School Board

ARTICLE 2: To see if the District will vote to raise and appropriate the sum of Six Hundred Eighteen Thousand, Eight Hundred Twenty-Five Dollars (\$618,825.00) for the support of schools, for the payment of salaries for School District Officials and Agents, and for the payment of statutory obligations of the District. This article does not include appropriations voted in other warrant articles.

Recommended by the Landaff School Board

ARTICLE 3: To see if the District will vote to authorize the School Board as agents to expend funds from the capital reserve fund which was established March 14 1988 to meet the expenses of educating students with educational disabilities (educating educationally handicapped students) under the provisions of RSA 35:1b. This article shall be effective immediately for 2004-2005 and subsequently thereafter until rescinded

Recommended by the Landaff School Board

ARTICLE 4: To see if the District will vote to create an expendable trust fund under the provisions of RSA 198:20, to be known as the School Building Maintenance Fund, for the purpose of repairing and maintaining the school building. Furthermore, to raise and appropriate the sum of Five Thousand Dollars (\$5,000.00) toward this purpose and to name the School Board as agents to expend from this fund.

Recommended by the Landaff School Board

ARTICLE 5: To see if the District will vote to accept the provisions of RSA 198:20-b providing that any school district at an annual meeting may adopt an article authorizing indefinitely, until specific rescission of such authority, the school board to apply for, accept and expend, without further action by the school district, unanticipated money from a state, federal or other governmental unit or a private source which becomes available during the fiscal year.

Recommended by the Landaff School Board

ARTICLE 6 To transact any other business that may legally come before this meeting.

LANDAFF SCHOOL BOARD

Mary Beaudin

Betsy Babcock

Tammy Heath

**LANDAFF SCHOOL DISTRICT WARRANT
STATE OF NEW HAMPSHIRE**

ELECTION OF OFFICIALS

To the inhabitants of the Landaff School District, in the Town of Landaff, qualified to vote in District affairs:

You are hereby notified to meet at the Town Hall in Landaff on Tuesday, March 8, 2005 at 4:00 P.M. TO 8:00 P.M. o'clock in the evening to vote for District Officials:

ARTICLE 1: To choose all necessary Officers for the School District for the ensuing year.

LANDAFF SCHOOL BOARD

Mary Beaudin
Betsy Babcock
Tammy Heath

**LANDAFF SCHOOL DISTRICT
PROPOSED BUDGET: 2005-2006**

	Expenditures 2003-2004	Adopted Budget 2004-2005	Proposed Budget 2005-2006
1100. REGULAR EDUCATION			
1100.110 Salaries & Benefits	57,607.87	59,798.60	75,662.00
.330 Contracted Services	0.00	1,000.00	1,000.00
.561 Tuition	228,277.64	297,186.00	326,757.00
.610 Teaching Supplies	2,930.35	3,254.00	3,254.00
.630 Textbooks	820.12	728.00	728.00
.640 Library/Audio-Visual	693.83	873.00	873.00
.741 New Equipment	1,143.95	900.00	900.00
.742 Replacement of Equipment	0.00	300.00	300.00
.743 Repairs to Equipment	<u>150.00</u>	<u>600.00</u>	<u>600.00</u>
TOTAL REGULAR EDUCATION	291,623.76	364,639.60	410,074.00
1200. SPECIAL EDUCATION			
1200.110 Salaries & Benefits	0.00	0.00	35,584.00
.308 Speech Services	4,482.77	6,000.00	6,000.00
.309 Psychological Services	0.00	500.00	500.00
.311 Purchased Services	104.00	500.00	500.00
.314 Occupational Therapist	2,174.39	3,000.00	3,000.00
.515 Transportation	0.00	100.00	100.00
.560 Tuition	50,029.84	48,518.00	93,900.00
.610 Teaching Supplies	291.89	300.00	300.00
.630 Textbooks	<u>92.65</u>	<u>300.00</u>	<u>300.00</u>
TOTAL SPECIAL EDUCATION	57,175.54	59,218.00	140,184.00

1400. STUDENT ACTIVITIES			
1440.690 Student Activities	<u>406.20</u>	<u>600.00</u>	<u>600.00</u>
TOTAL STUDENT ACTIVITIES	406.20	600.00	600.00
2100. ATTENDANCE SERVICES			
2110.110 Truant Officer	<u>0.00</u>	<u>10.00</u>	<u>10.00</u>
TOTAL ATTENDANCE SERVICES	0.00	10.00	10.00
2120. GUIDANCE DEPARTMENT			
2120.110 Salaries & Benefits	1,614.75	1,615.00	1,669.00
309 Student Assistance Program	<u>250.00</u>	<u>250.00</u>	<u>250.00</u>
TOTAL GUIDANCE DEPARTMENT	1,864.75	1,865.00	1,919.00
2130. HEALTH SERVICES			
2130.310 Contracted Services - Nurse	<u>0.00</u>	<u>1,300.00</u>	<u>1,300.00</u>
.610 Health Supplies	<u>160.34</u>	<u>200.00</u>	<u>200.00</u>
TOTAL HEALTH SERVICES	160.34	1,500.00	1,500.00
2210. IMPROVEMENT OF INSTRUCTION			
2210.320 Staff Development	<u>300.00</u>	<u>600.00</u>	<u>600.00</u>
TOTAL IMPROVEMENT OF INSTRUCTION	300.00	600.00	600.00
2310. SCHOOL BOARD SERVICES			
2310.380 Stipends	750.00	750.00	750.00
2312.380 School Board Clerk	590.00	595.00	595.00
2313.380 Treasurer	125.00	125.00	125.00
2314.380 Moderator	25.00	25.00	25.00
2315.390 Legal Expenses	195.00	100.00	100.00
2317.390 Audit	50.00	50.00	50.00
2319.370 Census	100.00	100.00	100.00

.390	Other Expenses	2,049.97	3,000.00	3,000.00
.521	Insurances	<u>3,598.57</u>	<u>3,074.00</u>	<u>3,000.00</u>
TOTAL	SCHOOL BOARD SERVICES	7,483.54	7,819.00	7,745.00
2320.	SAU #35 SERVICES			
2320.351	SAU #35 Services	<u>13,150.00</u>	<u>13,862.00</u>	<u>13,394.00</u>
TOTAL	SAU #35 SERVICES	13,150.00	13,862.00	13,394.00
2540.	OPERATION/MAINTENANCE OF PLANT			
2540.310	Salary - Custodian	1,370.00	1,300.00	1,300.00
.433	Contracted Services	1,866.00	2,600.00	2,600.00
.440	Repair Building	1,716.78	3,000.00	3,000.00
.610	Supplies	369.92	400.00	400.00
.652	Utilities	4,355.14	4,910.00	4,910.00
.653	Fuel	1,197.87	2,033.00	2,400.00
.741	New Equipment	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL	OPERATION/MAINTENANCE OF PLANT	10,875.71	14,243.00	14,610.00
2550.	TRANSPORTATION SERVICES			
2550.515	Contracted Transportation	26,401.00	26,401.00	26,029.00
.519	Other Transportation	<u>2,160.00</u>	<u>2,160.00</u>	<u>2,160.00</u>
TOTAL	TRANSPORTATION SERVICES	28,561.00	28,561.00	28,189.00
5200.	CAPITAL RESERVE			
5250.880	Transfer	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL	CAPITAL RESERVE	0.00	0.00	0.00
GRAND TOTALS		\$ 411,600.84	\$ 492,917.60	\$ 618,825.00

SCHOOL ADMINISTRATIVE UNIT #35
2003-2004 SALARIES: DISTRICT SHARES

Bethlehem.....	8.53%
Lafayette	10.56%
Landaff	1.61%
Lisbon	14.07%
Littleton	45.81%
Profile	19.42%
	100.00%

	Superintendent	Director of Curriculum	Business Administrator
Bethlehem	\$ 7,677.00	\$ 5,732.16	\$ 6,038.73
Lafayette	9,504.00	7,096.32	7,475.85
Landaff	1,449.00	1,081.92	1,139.78
Lisbon	12,663.00	9,455.04	9,960.72
Littleton	41,229.00	30,784.32	32,430.73
Profile	<u>17,478.00</u>	<u>13,050.24</u>	<u>13,748.19</u>
	\$90,000.00	\$67,200.00	\$70,794.00

LANDAFF SCHOOL DISTRICT ANNUAL REPORT OF DISTRICT TREASURER

Cash on Hand July 1, 2003	\$ 65,295.37	
Received from Selectmen:		
Current Appropriation	223,135.00	
Revenue from State Sources:		
State Education Grant	110,910.00	
Revenue from Federal Sources:		
Medicaid	344.18	
National Forest Reserve	1,494.74	
Title V	276.81	
Title IIA	458.09	
Rural Achievement Grant	9,519.10	
Received from Other Sources:		
Interest	269.33	
Peerless Insurance	71.00	
94:142 Distribution	3,539.72	
E-Rate	716.27	
TOTAL RECEIPTS		<u>\$350,734.24</u>
TOTAL AMOUNT AVAILABLE FOR FISCAL YEAR		416,029.61
LESS SCHOOL BOARD ORDERS PAID		<u>407,106.20</u>
BALANCE ON HAND, JUNE 30, 2004		\$ 8,923.41
ENCUMBRANCE RESERVES		(12,300.15)
ACCRUED BALANCE JUNE 30, 2004		(3,376.74)

AUDITORS CERTIFICATE

This is to certify that I have examined the books, vouchers, bank statements and other financial records of the Treasurer of the School District of Landaff of which the above is a true summary for the fiscal year ending June 30, 2004 and find them correct in all respects.

Donna Presby
Auditor

**LANDAFF SCHOOL DISTRICT
SCHOOL BOARD ESTIMATE
2005-2006**

School Board's statement of amounts required to support public schools and meet other statutory obligations of the District for the fiscal year beginning July 1, 2004.

	School Board 2004-2005 <u>Approved Budget</u>	School Board 2005-2006 <u>Proposed Budget</u>
Unencumbered Balance, June 30	(3,411.)	0.
Revenue from State Sources:		
State Education Grant	65,560.	73,218.
Revenue from Federal Sources:		
Medicaid	300.	300.
National Forest Reserve	1,300.	1,300.
Revenue from Local Sources		
Interest/Other Revenue	2,100.	2,100.
TOTAL REVENUE AND CREDITS	<u>65,849.</u>	<u>76,918.</u>
ASSESSMENT TO BE RAISED	<u>427,069.</u>	<u>541,907.</u>
TOTAL APPROPRIATION	492,918.	618,825.

**LANDAFF SCHOOL DISTRICT
SPECIAL EDUCATION PROGRAMS
TWO YEAR ACCOUNTING PER RSA 32:11-a**

	Expenditures 2002-2003	Expenditures 2003-2004
SPECIAL EDUCATION		
Salaries & Benefits	\$ 0.00	\$ 0.00
Speech Services	2,647.60	4,482.77
Psychological Services	0.00	0.00
Contracted Services	500.00	104.00
Occupational Therapist	1,968.70	2,174.39
Transportation	0.00	0.00
Tuition	35,384.96	50,029.84
Teaching Supplies	228.80	291.89
Textbooks	231.00	92.65
Library/Audio Visual	0.00	0.00
Trust Fund Transfer	<u>5,000.00</u>	<u>0.00</u>
TOTAL EXPENDITURES	45,961.06	57,175.54
	Revenue 2002-2003	Revenue 2003-2004
SPECIAL EDUCATION		
Catastrophic Aid	0.00	0.00
IDEA Entitlement	653.91	2,941.00
Medicaid	1,757.20	344.18
Trust Fund Transfer	<u>0.00</u>	<u>0.00</u>
TOTAL REVENUES	<u>\$ 2,411.11</u>	<u>\$ 3,285.18</u>
ACTUAL DISTRICT COST	\$43,549.95	\$53,890.36

**LANDAFF SCHOOL DISTRICT
CAPITAL RESERVE FUND**

Beginning Balance July 1, 2003	\$96,792.73
Interest Earned	<u>815.08</u>
Balance June 30, 2004	\$97,607.81

**LANDAFF SCHOOL DISTRICT
ANALYSIS OF
EXPENDITURES 2003-2004**

01-1100-110 Regular Education

110	Salaries		
	Teacher	\$ 32,655.00	
	Teacher Aide	7,797.60	
	Art	1,650.00	
	Health Program/Physical Education	2,300.00	
	Library	1,350.00	
	Music Program	<u>1,650.00</u>	47,402.60

01-1100-120 Substitutes

	Patricia Davis	75.00	
	Tammy Heath	25.00	
	Joanne Meachen	375.00	
	Jeanette Streeter	<u>450.00</u>	925.00

01-1100-200 Employee Benefits

	FICA	3,626.30	
	Life Insurance	20.40	
	Health Insurance	4,384.68	
	Dental Insurance	343.20	
	Professional Retirement	<u>905.69</u>	9,280.27

01-1100-560 Tuition

	Haverhill Cooperative School District	14,790.00	
	Lisbon Regional School District	<u>213,487.64</u>	228,277.64

01-1100-610 Teaching Supplies

	Carson-Dellosa	215.84	
	Crystal Spring Books	333.59	
	Educators Publishing	185.08	
	Everyday Mathematics	99.37	
	ETA	43.95	
	Image Stuff.Com	67.20	
	Frank Schaffer Publications	110.46	
	NAESP	31.50	
	Plank Road Publishing	69.99	
	Quill Corporation	175.96	
	Reliable Office Supply	55.38	
	Ross Business Center	79.90	
	Marjorie Sanborn	345.04	
	Scholastic Inc.	34.24	
	School Specialty Supply	750.55	
	Science Research Associates	244.61	
	Spelling, Etc.	37.95	

Teacher Resources	9.76	
Teachers Friend Publications	<u>39.98</u>	2,930.35
01-1100-630 Textbooks		
Crystal Springs Books	163.76	
Order Fulfillment	504.67	
Scholastic	126.69	
SAU #35	<u>25.00</u>	820.12
01-1100-640 Library/Audio Visual		
American Library Publishers	171.38	
Charlesbridge	176.44	
Childrens Library Resources	217.00	
Kids Can Press	33.01	
North Country Education Foundation	<u>96.00</u>	693.83
01-1100-741 New Equipment		
Gateway Companies	1,075.95	
Software House	<u>68.00</u>	1,143.95
01-1100-742 Replace Equipment		
Ross Business Center	<u>150.00</u>	150.00
01-1200-308 Speech Services		
School Administrative Unit #35	<u>4,482.77</u>	4,482.77
01-1200-310 Purchased Services		
Mary Hitchcock Memorial	<u>104.00</u>	104.00
01-1200-314 Occupational Therapy		
School Administrative Unit #35	<u>2,174.39</u>	2,174.39
01-1200-561 Tuition		
Haverhill Cooperative School District	16,090.84	
Lisbon Regional School District	<u>33,939.00</u>	50,029.84
01-1200-610 Teaching Supplies		
Pocket Full of Therapy	<u>291.89</u>	291.89
01-1200-630 Textbooks		
National Reading Style	<u>92.65</u>	92.65
01-1440-690 Student Activities		
Berry Transportation	<u>406.20</u>	406.20
01-2120-110 Guidance		
Counselor	<u>1,500.00</u>	1,500.00
01-2120-230 Employee Benefits		
FICA	<u>114.75</u>	114.75

01-2120-309 Student Assistant Program School Administrative Unit #35	<u>250.00</u>	250.00
01-2130-610 Health Serv-Supplies/Exams Mid-Island Medical Supply	<u>160.34.</u>	160.34
01-2213-320 Staff Development Sharon Iverson Joanne Meachen Marjorie Sanborn	100.00 100.00 <u>100.00</u>	300.00
01-2310-380 School Board Services Betsy Babcock Mary Beaudin Tammy Heath	250.00 250.00 <u>250.00</u>	750.00
01-2312-380 Clerk Pamela Mardin Jeanette Streeter	50.00 <u>540.00</u>	590.00
01-2313-380 Treasurer Mary Felton	<u>125.00</u>	125.00
01-2314-380 Moderator Michael Ransmeier	<u>25.00</u>	25.00
01-2315-390 Legal Expenses Jay C. Boynton	<u>195.00</u>	195.00
01-2317-390 Auditor Donna Presby	<u>50.00</u>	50.00
01-2319-370 Census Francis Felton	<u>100.00</u>	100..00
01-2319-390 Other Expenses Caledonian-Record Publishing Company Granite State Billing NH School Boards Association North Country Education Foundation Salmon Press Town of Landaff Woodsville Guaranty Bank	244.80 43.88 908.06 128.00 215.23 500.00 <u>10.00</u>	2,049.97
01-2319-521 Insurances Primex Geo. M. Stevens & Son Co.	3,556.00 <u>42.57</u>	3,598.57
01-2320-351 SAU #35 Services School Administrative Unit #35	<u>13,150.00</u>	13,150.00

01-2540-110 Custodial Services		
Patricia Davis	<u>1,370.00</u>	1,370.00
01-2540-433 Contracted Services		
Balsams Spring Water	221.00	
Thomas Blowey	795.00	
French's Snow Plowing	195.00	
Timberwolf Rubbish Removal	<u>655.00</u>	1,866.00
01-2540-440 Repairs to Building		
Abbott Plumbing & Heating	60.00	
Ronald Howard	321.00	
I.W.S. LTD.	604.00	
RPF Associates	137.50	
State of New Hampshire	107.00	
Stiles Fuel	212.50	
Jeanette Streeter	20.00	
John Streeter	20.00	
Town of Landaff	132.88	
Vermont Fire Extinguisher	<u>101.90</u>	1,716.78
01-2540-610 Custodial Supplies		
Central Paper Products	76.34	
Marjorie Sanborn	248.60	
Whisper Glide Company	<u>44.98</u>	369.92
01-2540-652 Utilities		
AT&T	415.75	
Earthlink	249.45	
Public Service	2,802.31	
Verizon	<u>887.63</u>	4,355.14
01-2540-653 Fuel		
Stiles Fuel	<u>1,197.87</u>	1,197.87
01-2550-515 Transportation		
Berry's Transportation	<u>26,401.00</u>	26,401.00
01-2554-519 Transportation – Other		
Esther Heath-Lunch Transportation	<u>2,160.00</u>	2,160.00
02-1100-640 Title V & Title IIA Materials		
Village Book Store	<u>27.00</u>	27.00
02-1102-340 Rural Achievement Grant-Cont. Service		
Snow Johnson	1,000.00	
Marjorie Sanborn – Summer Program	<u>1,350.00</u>	2,350.00

02-1102-340 Rural Achievement Grant-Field Trips		
New England Aquarium	457.00	
Vermont Transit Company	<u>975.00</u>	1,432.00
02-1102-640 Rural Achievement Grant –MTLS		
American Library Resources – Void Check	(15.68)	
Crabtree Publishing Co.	336.43	
Plank Road Publishing	1,076.33	
Soundprints	228.65	
Super Duper School Company	223.35	
Village Book Store	<u>865.45</u>	2,714.53
02-1102-741 Rural Achievement Grant - Equip		
Foto Factory	99.98	
Don Johnston Company	927.00	
Marjorie Sanborn-Rugs	116.91	
School Specialty	<u>138.09</u>	<u>1,281.98</u>
GRAND TOTALS		\$419,406.35

REPORT OF THE SUPERINTENDENT OF SCHOOLS

In my second year as the Superintendent of Schools for School Administrative Unit (SAU) #35, I continue to embrace the challenges and opportunities found in a multi-district rural SAU.

We need to remember that our primary focus and purpose is to address the educational needs of our students. Our students are like sponges, constantly “absorbing” knowledge, new skills, as well as our role modeling. It is important to feed our students’ natural curiosity and desire to learn. We must spark their creativity and connect with their inherent interest to know.

When I began as Superintendent on July 1, 2003, the SAU office was staffed with 4 administrators and 7 support staff. The office currently has 3 administrators and 6 support staff. The reduction in staff was necessary due to the limitations in the budget. There was a significant reduction in revenue (both anticipated and actual) resulting in an operating budget that could not support the previous staffing levels. This reduced revenue also left the SAU budget in a deficit situation last year, which required an additional payment from the school districts to offset the lost revenue. As a result, the SAU office is currently operating without a Director of Curriculum and Instruction or a Data Processing position. These reductions seriously impacted the level of services that can be provided by the SAU office. However, the remaining staff has been re-organized to attempt to cover for these positions the best we can.

Comparison of SAU core operation staff before and after:

SAU Staff:	<u>2002/03</u>	<u>2005/2006</u>
	Superintendent	Superintendent
	Asst Supt. Curriculum & Instruction	Asst. Supt. - Student Services
	Special Education Director	Business Manager
	Business Administrator	
	Administrative Assistant – Superintendent	Administrative Assistant – Superintendent
	Administrative Assistant – Curriculum & Instruction	Administrative Assistant – Business Office
	Administrative Assistant – Business Office	Human Resources Secretary
	Data Processing Manager	Accounts Payable Bookkeeper
	Accounts Payable Clerk	Accounts Payable Bookkeeper
	Payroll Clerk	Payroll Bookkeeper
	Personnel Clerk	

The cost to taxpayers of the six districts for the operating the SAU office:
 (*) - 2003/2004 approved budget (**) – 2003/2004 with additional districts’ payment

	<u>2002/03</u>	<u>2003/04 (*)</u>	<u>2003/04 (**)</u>	<u>2004/05</u>	<u>2005/06</u>
Total	\$689,071.00	\$716,749.00	\$816,749.00	\$835,090.00	\$823,060.00
%increase	4%	4% (*)	13% (**)	2%	-2%
Bethlehem	60,638.00	61,138.00	69,668.00	835,090.00	72,864.00
Lafayette	72,352.00	75,689.00	86,249.00	88,770.00	90,570.00
Landaff	11,370.00	11,540.00	13,150.00	13,862.00	13,619.00
Lisbon	97,434.00	100,846.00	114,916.00	120,671.00	124,363.00
Littleton	321,246.00	328,343.00	374,153.00	373,285.00	383,474.00
Profile	126,031.00	139,193.00	158,613.00	162,010.00	166,328.00

The re-organization of the SAU office has been a challenge, as has the management of the budget with the problems of the deficit and reduced revenue. As we work to re-build an efficient administrative office to provide the educational leadership for this multi-district SAU it is important to reflect on the services that a superintendent’s office is required to provide to school districts.

The services that are required to be provided fall into seven categories: General Leadership, Curriculum and Instruction, Personnel Management, Financial, Student Services, Communications and Community Relations, and Maintenance and Capital Improvement. A more detailed listing of these services is found in the chart following my report.

For the future, we will be moving forward with improved financial management services to the districts, and begin to address the other service needs of the schools and districts. The other service areas that will also be addressed with our re-organized office will include support for construction projects and other capital improvement projects, and support for the personnel management activities of the districts. Two areas that are currently difficult to provide support in with the reduced staffing are the coordination of technology as well as the coordination of curriculum, instruction and assessment. These areas are going to continue to be a challenge for the SAU office and we will need to rely on the staff in the individual districts to support our forward progress in these areas.

We will continue to support and encourage collaborative initiatives between our various school districts such as the Curriculum Action Teams and Project Lead-the-Way, as well as continue to look for new initiatives that will allow our schools to expand their offerings for students in a more efficient and effective manner.

Sincerely,
 Donald Johnson, Superintendent

SEVEN MAJOR AREAS OF SERVICES PROVIDED BY
A NEW HAMPSHIRE SCHOOL ADMINISTRATIVE UNIT

Areas of Responsibility:

Activities:

General Leadership

- Chief Executive Officer (Planner, evaluator, policy advisor, etc.)
- Hearing Officer – hearing appeals of personnel and student matters
- Legal representation and advice
- School Board relations and support

Curriculum and Instruction

- Articulation and alignment of curriculum and instruction (the What & the How)
- Coordinating and using assessment data to inform and evaluate above and more
- Assurance of accountability to mission and more (reports, improvement plans, etc.)

Personnel Management

- Collective bargaining, recruitment, hiring procedures, and retention of employees
- Deployment, supervision and evaluation of all personnel
- Designing and implementing a professional development program
- Overseeing all certification procedures

Finance

- Budget development, implementation, and monitoring
- Purchasing, control, reporting, and audit
- Annual meeting preparation and more

Student Services

- Special Education, 504, and attendance procedures and policies
- Food services, transportation systems
- Behavior management, student discipline, and safety

Communication and Community Relations

- Creating and implementing an effective school community relations plan
- Policy and procedure development with School Boards etc.
- Public engagement plan for school goals

Maintenance and Capital Improvement

- Long-term planning for facilities, etc. enrollment projections, capital improvement plans (CIP)
- Planning and maintaining all facilities and grounds

REPORT OF ASSISTANT SUPERINTENDENT FOR STUDENT SERVICES

It is with great pleasure that I make this annual report to the citizens of the Landaff School District. Last year I reported that the NHEIAP-Alt results clearly demonstrate that the Districts were allowing students with disabilities to participate fully in the curriculum and programs offered by the schools. Students with the most complex disabilities are being provided with meaningful educational experiences, and are making progress in the school's curriculum. Collaboration among all staff is key to this success. Regular education teachers contribute to the development and implementation of individualized education programs (IEPs). Special education teachers suggest modifications to the instructional methods, materials and evaluation tools. The entire staff addresses the achievement of all students to insure all are meeting the expectations of the community. This is not accomplished without its challenges. There are questions of student ability, effort and behavior. There are questions of accountability. There are questions of curriculum. All of these questions have no simple answers. The latest revision of the Individuals with Disabilities Education Act (IDEA) requires that the IEP team determine how the student will meet the requirements of the school's curriculum and testing programs. The "team" includes teachers, regular and special education, administrators, and parents. No Child Left Behind (NCLB) legislation also requires that students with disabilities meet high academic expectations. Students in grades three through eight and grade ten will be assessed annually. All teachers, including special educators, will need to demonstrate that they are "highly qualified" to teach. Uniform accountability is being instituted.

The Districts are required to provide special education services to children with disabilities from age three to twenty one or until they graduate from high school, whichever comes first. We have written grants to support our efforts to meet this obligation. The IDEA grant was written to include a preschool coordinator who works with local preschools and day care providers to deliver developmentally appropriate instruction and positive supports in educational settings. The Districts have just embarked on a four year project to help teams in each district implement a comprehensive transition planning process. Not only do we need to serve students, but we also want to serve them well. High school graduation is only a transition to further education, work or military service. Students with disabilities will be making these same transitions. We are also concerned for the quality of life after high school. People need friends, leisure pursuits and safe housing. Again we have offered in-service training through a contract with the College for Life-long Learning. This training is planned in conjunction with each District's effort to improve instruction. Real instructional improvement benefits all students.

Through a combination of grant and District funding, we are able to provide two full time school social workers. The Districts provide a variety of other rehabilitative services to allow students with disabilities to participate in the educational programs offered by the school. These include Occupational Therapy, Physical Therapy, Speech Pathology

services and Counseling. Since these are medically necessary services in some instances, Medicaid will reimburse the District for part of the cost. Each of the service providers accounts for all services provided so that the District can maximize the reimbursement. In addition to providing direct therapy, each of these specialists is required to consult with teaching staff so that appropriate services will be provided between therapy sessions. Offering suggestions, finding materials, and demonstrating different instructional strategies is part of the service provided by these specialists. As teachers increase their knowledge and skills, all students in the class benefit.

The Districts of SAU #35 are serving three hundred fifty eight (358) students with disabilities. Three hundred thirty four (334) students attend their local public school. Of the remaining twenty four (24) students, the courts placed nine, four have extremely complicated needs, and eleven are served in local preschools. Our schools are meeting the needs of the vast majority of students with disabilities.

Although my title was Director of Special Education, I believe my responsibility extends to all students. Good educational practice addresses the needs of all students. Effective use of the community's resources must benefit the whole school community. I look forward to continued service to the Districts of SAU #35.

Sincerely,

Kevin T. Eckerman
Assistant Superintendent for Student Services

STUDENT ASSISTANCE PROGRAM REPORT

The Student Assistance Program had a year full of changes and progress in 2004. The most significant change has been in staffing. Caroline Simon, the former Student Assistance Coordinator, has resigned due to the advent of her second child. Although we are pleased for her and her family, we also miss the dedication and enthusiasm she provided to the students of SAU 35 and this program. Currently, we have S.A.P providers in every school in the district. With local and grant funding and collaboration with Child and Family Service, Littleton High School and Daisy Bronson Middle School receives full time services from Joe Shea and part time services from myself, Cynthia McLaren. Profile School receives services from Don Ruhlman, Lisbon Regional School from Tracy Locke and Lakeway, Bethlehem, Lafayette, and Landaff Elementary Schools from Arlene Soule. We have a great staff and are happy to have them all. With the welcoming of new staff also came a new program that we are pleased to introduce, Reconnecting Youth. This is a curriculum used at the high school level assisting children in making healthy choices. This program is being offered at Littleton High School and currently has six students enrolled with the hopes of increasing numbers second semester.

The services provided by the Student Assistance staff are wide-spread and varied. The administration and faculty at each school, and the unique needs and issues of student body, determine what services are provided. However, at all levels, services consist of a combination of individual and group counseling, crisis intervention, drug and alcohol education, special events promotion Wellness and an Anti-Drug message, staff or family workshops, and facilitation and encouragement of positive social academic involvement. Each S.A.P provider brings their own special “flavor” to their programs. As always, we strive to ensure that the curriculum and methods we use are research-based-that they have been proven to be effective.

Project R.E.A.C.H, the after school program at Daisy Bronson, continues to run strong. This program is now in its third year. The dedication and hard work of Elaine Gabriel and Dave Coronado has helped this program grow and be successful. They do a superb job of providing enrichment activities and academic support. Project R.E.A.C.H is a grant funded program in which its funds gradually decrease, therefore, the challenge to make this program self-sustainable becomes a necessity. With community and volunteer support, this much needed program will be able to continue to provide a safe, fun, and enriching place for students to explore various hobbies, career paths, sports and recreational activities!

In summary, the purpose of the Student Assistance Program is to work with administration, faculty, parents, and students to address the particular needs of each school in regard to the prevention of substance abuse, aggression and violence, eating disorders, and other self-destructive behaviors. Moreover, we aim to nurture self-esteem, effective communication, empathy for others, problem solving and emotion management.

We encourage students to seek healthy alternatives and to realize their full potential. In short, whatever the needs are, the Student Assistance Program is ready and willing to lend a hand in order to ensure that each student in the SAU can learn, grow, and achieve in a supportive and safe environment. It is our privilege and pleasure to provide Student Assistance services within SAU 35!

Respectfully Submitted,

Cynthia McLaren, MSW, Student Assistance Program Coordinator

**LANDAFF SCHOOL DISTRICT
STUDENT ENROLLMENT
2003-2004**

Kindergarten (5 students)

Branden Blowey, Sierra Dauphin, Justin Dauphin, Rebecca Peters, Kari Tillotson

Grade 1 (3 students)

Abigail Bronson, Josie Hatch, Lindsey Heath

Grade 2 (4 students)

Dylan Blowey, Sydney Clement, Kayla Fifield, Destiny Presley

Grade 3 (6 students)

Tristan Champagne, Kylie Chase, Michael Heath, Maria Ianno, Audra Spaulding, Jocelyn Stout

Grade 4 (6 students)

Mandy Basnar, Forrest Champagne, Jillian Fifield, Tyler Gooden, Holly Lemear
Samantha Tillotson

Grade 5 (4 students)

Dylan Chase, Jameson Clement, Courtney Heath, Angela Lemear

Grade 6 (5 students)

Matthew Cavicchio, Brandon Chase, Angela McBey, Justin Miller, Clinton Ness

Grade 7 (6 students)

Christina Basnar, Spencer Cate, Kyle Fifield, Haley Hatch, Joelee Stout,
Katie Tillotson

Grade 8 (1 student)

Jake Blanchette

Grade 9 (3 students)

Krystle Cummings, Ashely Fifield, Kevin Grinstead

Grade 10 (1 student)

Joshua Stout

Grade 11 (2 students)

Kelly Boutin, Samantha Reynolds

Grade 12 (7 students)

Paul Beaudin, James Brown, Alaina Cate, Matthew Erb, Kristy Grimstead,
Tarsha Hatch, Jeremy Reynolds

Note: Holly Lemear, Grade 4 attending Haverhill Coop

**PUBLIC NOTICE
REFERRAL OF CHILDREN
WITH EDUCATIONAL DISABILITIES
TO SCHOOL DISTRICTS IN SAU #35**

The Individuals with Disabilities Education Act (IDEA) provides for the free and appropriate public education of all students with educational disabilities from ages 3 to 21 and the identification of all children with educational disabilities from birth through 21. Children in private schools, public schools or currently not enrolled in school are equally eligible for these services.

It is our intent to identify, evaluate and successfully educate all eligible children with disabilities in our districts. We encourage parents, neighbors, and agencies to refer to us any child whom you feel may have an educational disability. You may contact your local building principal or the SAU #35 Superintendent, 32 Main Street, Littleton, NH 03561 (603) 444-3925 to initiate the process.

COMPLIANCE STATEMENT

It is the policy of Littleton Union School District not to discriminate on the basis of race, sex, color, religion, handicap or national origin in the educational programs and activities which it operates in accordance with Title VI of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972 and section 504 of the Rehabilitation Act of 1973. Any inquiries concerning these statutes should be directed to the Office of the Superintendent of Schools, White Mountains School Administrative Unit #35, 32 Main Street, Littleton, NH 03561, (603) 444-3925.

Sexual harassment of any employee or student by any other employee or student, or by anyone a student or employee may interact with in order to fulfill job or school responsibilities, is not only illegal as a form of sex discrimination as defined by Title VII of the 1964 Civil Rights Act, and Title IX of the Educational Amendments of 1972 but also is a violation of this School Administrative Unit's policy and will not be tolerated.

NOTES

